

Storybuilder Help for 2.2

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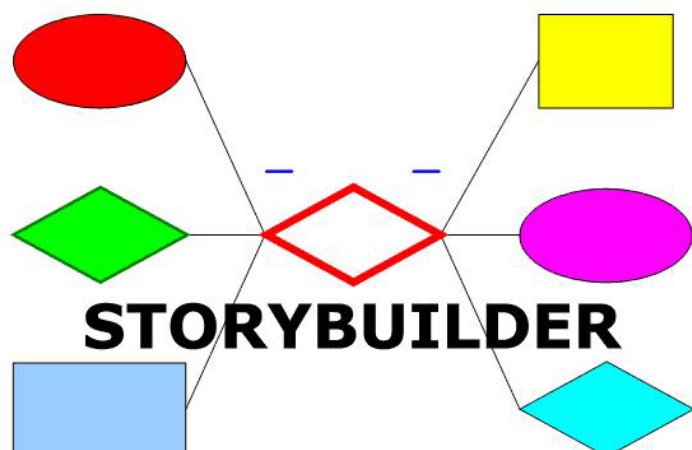
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1.1 About Storybuilder

Version 23 August 2011

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Storybuilder is a PC based MS Windows application purpose built for recording and analysing accident information. As a database it uses a graphic structure of boxes, text and lines to store accident data and provides numerical results in response to user queries.

It uses

- Microsoft Access database.
- MS Word and Excel for exporting data
- MS Excel for importing data

Files are installed from a setup.exe file.

The extracted files are about 9MB in size

| Name | Date modified | Type | Size |
|---|------------------|----------------------------------|---------|
|  blank | 03/11/2009 01:02 | SB File | 214 KB |
|  SB Program Data | 23/04/2011 21:43 | Microsoft Office Access Database | 212 KB |
|  Storybuilder | 22/08/2011 23:43 | Compiled HTML Help file | 4905 KB |
|  StoryBuilderv2-2-11 | 24/08/2011 01:51 | Application | 3671 KB |

For more information about Storybuilder see www.storybuilder.eu

See also separate documents:

Filename: Lite help 2.2 EN.pdf or Lite help 2.2 EN.pdf (StoryBuilder Lite Help April 2011)

Filename: WQ110822 Storybuilder Lite 2.2 Interface.pdf (Helpdesk StoryBuilder Lite 2.2 Interface)

1.2 Starting StoryBuilder

You need

The installed StoryBuilder program
A storybuilder file with extension *.sb

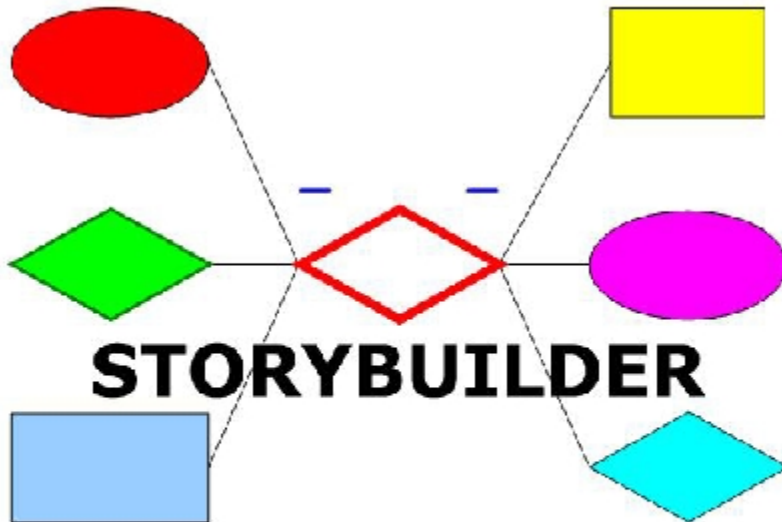
1. Install the program by double clicking on the SetupStoryBuilder.exe file
2. If possible put the sb file you want to open most often in the same directory as the exe file (program directory). Storybuilder will open the first sb file it finds
If you put both these files in the program directory then it will open the _ANON file on opening (works alphabetically).

| | | | | |
|--|---|------------------|---------|-----------|
|  | 110720 Superfile MOTHER CREATION 22_Blank | 21/08/2011 10:50 | SB File | 84976 KB |
|  | 110720 Superfile MOTHER CREATION 22_ANON | 21/08/2011 23:42 | SB File | 118388 KB |

You can also open sb files from any location on your computer.

3. Start the StoryBuilder program

You will see the splash screen



Version 2.2.11.0

www.storybuilder.eu

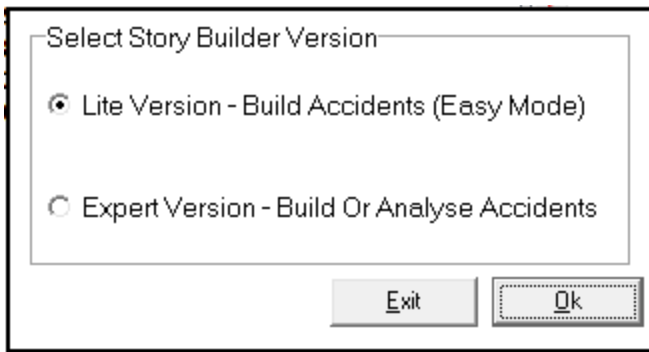
Email: help@storybuilder.eu

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followed by the version selection screen.

3. Select Storybuilder version

Choose between Lite and Expert Mode
(You can also switch modes after selecting)





4. If the file you want is not loaded click on drop down menu Database, Open or use the Open button



NOTE: Storybuilder opens the first sb file it finds in the directory. By default this will be blank.sb if there are no other sb files in the directory.

5. Open the anonymous database file (_ANON.sb) or the blank template (_blank.sb) which has the same structure as the anon file but without the paths.

| | | | | |
|--|---|------------------|---------|-----------|
|  | 110720 Superfile MOTHER CREATION 22_Blank | 21/08/2011 10:50 | SB File | 84976 KB |
|  | 110720 Superfile MOTHER CREATION 22_ANON | 21/08/2011 23:42 | SB File | 118388 KB |

LITE MODE:

If you opened LITE mode it should now look something like the figure below.

See also separate documents:

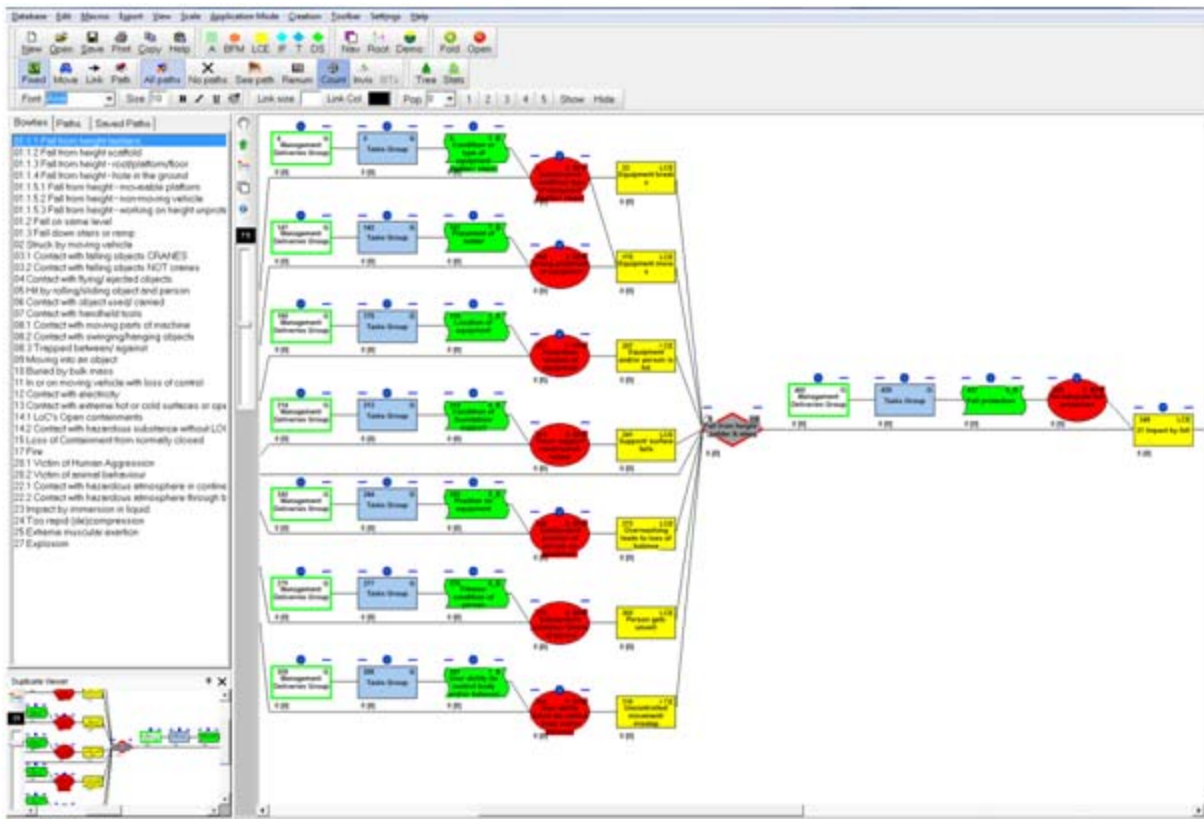
Filename: Lite help 2.2 EN.pdf or Lite help 2.2 EN.pdf (StoryBuilder Lite Help)

Filename: WQ110822 Storybuilder Lite 2.2 Interface.pdf (Helpdesk StoryBuilder Lite)



EXPERT MODE:

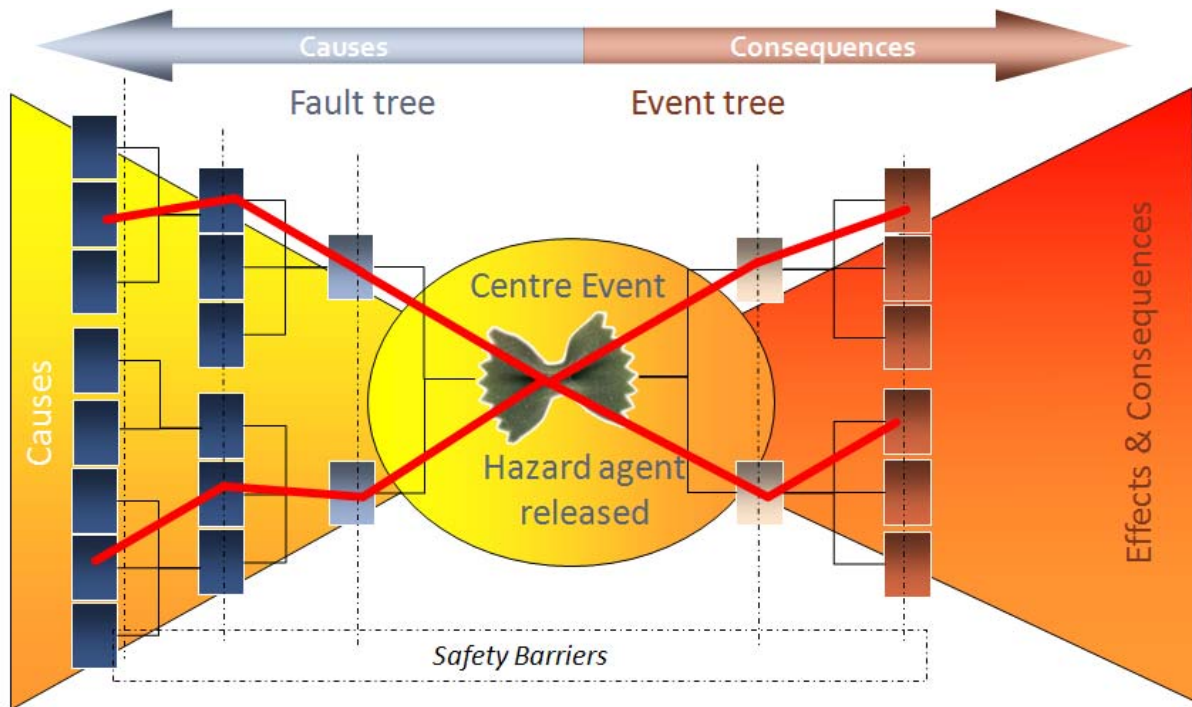
If you opened expert mode it should now look something like the figure below. See [2.4 Workspaces](#)



1.3 StoryBuild Structures

1.3.1 Bowties

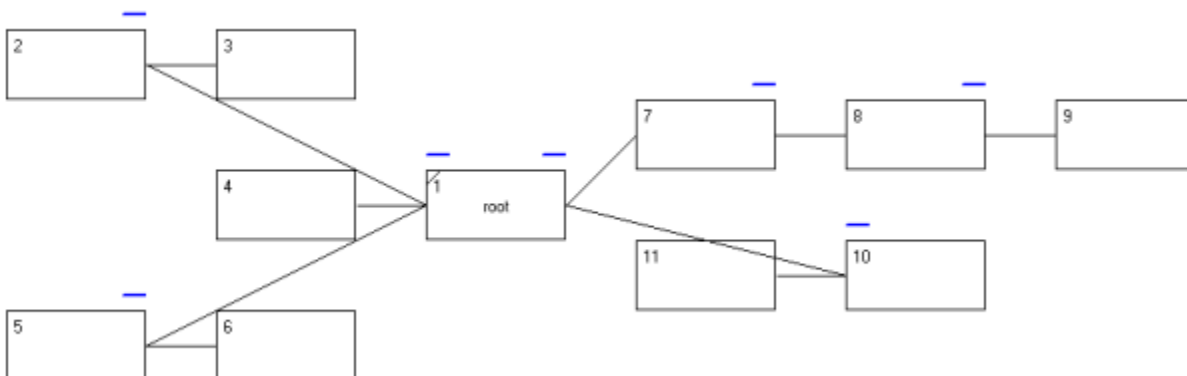
Structures are built as bowties. Boxes which are causes of accidents are built on the LHS and those which are the consequences and built on the RHS.



Bowtie structure

1.3.2 Parent and child boxes

StoryBuilder displays a graphical representation of data in the Boxes Workspace.



Boxes Structure

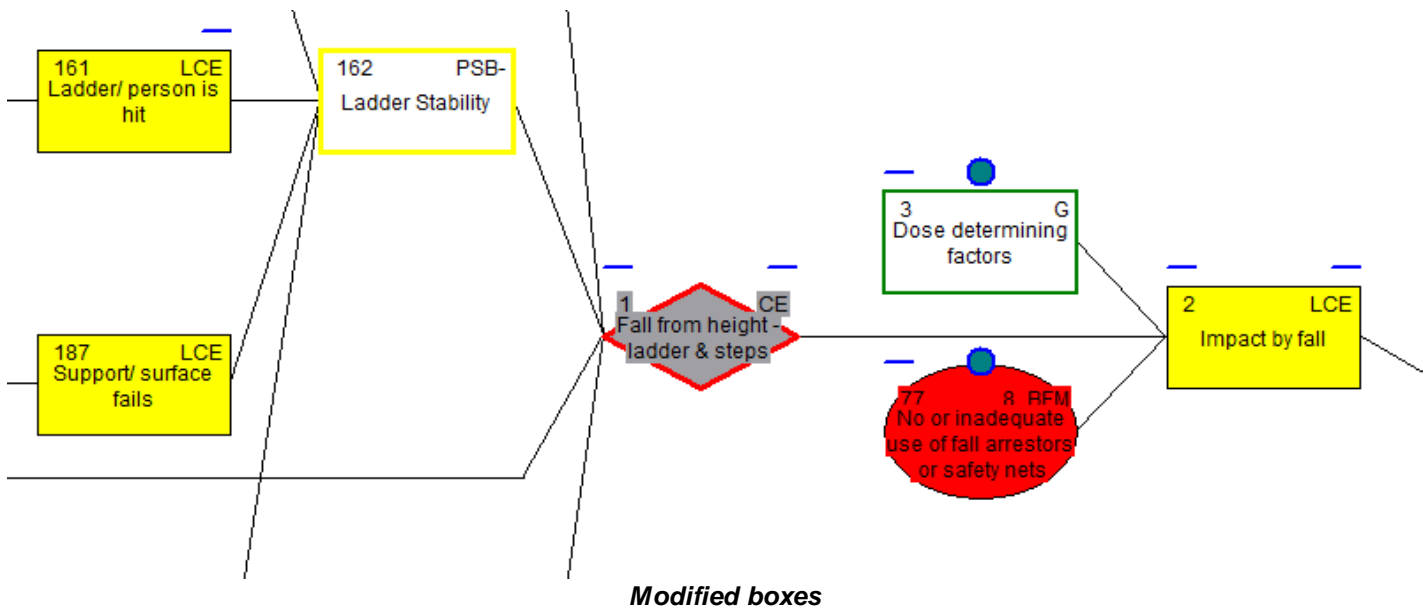
The data are organised as a branching structure of **Parent and Child** boxes which are given various properties when building a structure

- Name
- Description

- Colour
- Shape
- Number
- Code

1.3.3 Root box

There is a single parent that is the **Root** parent of all the boxes and from which many branches can be developed. Each Child box has only one Parent.



Here the Root is the box coded CE which is the centre event.

Root Parent may have two sets of descendants, those on the Left Hand Side (LHS) and those on the Right Hand Side (RHS).

In Storybuilder accidents paths are built as scenarios going from left to right.

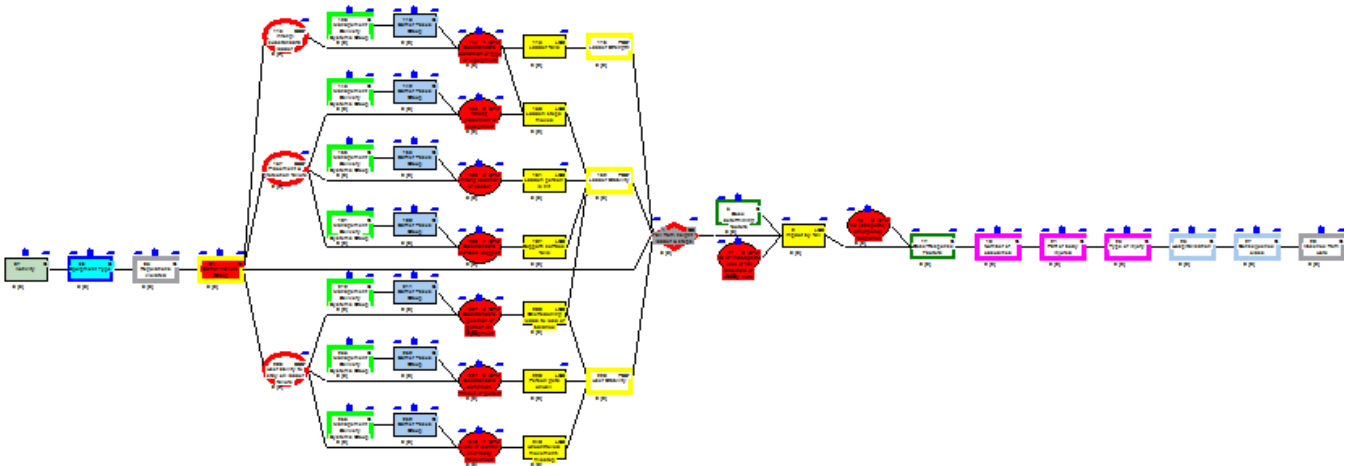
Storybuilder accident paths always go through the centre event.

1.4 Storybuild

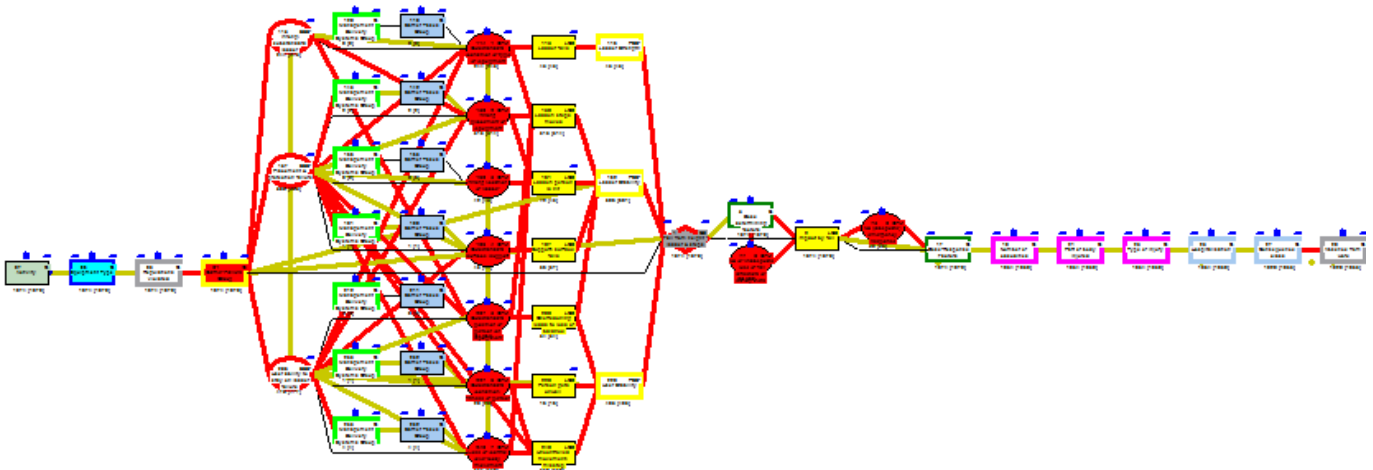
A storybuild is selected by clicking on a storybuild in the Storybuild name workspace (bowtie list).

A pre-made Storybuild is a cause and effect bowtie diagram of events showing accident scenarios (pathways) passing through the diagram.

Structure without accident paths:-



Structure showing accident paths:-



A set of 36 storybuild files (or one superfile with 36 storybuilds), one for each hazard, are supplied with Storybuilder on request to White Queen BV (see www.storybuilder.eu)

The storybuilds can be used for:

- Incident investigation
- Getting information about safety barriers
- Inputting and analyzing own accident data

1.5 Storybuild types

The storybuilds contain accidents of the following types. These types describe what happened to the victim

See also [13.1 Identify required storybuild](#)

FALL FROM HEIGHT due to FALLING OFF or due to STRUCTURE FAILS WITH PERSON ON IT

The accident resulted in a fall from height. It includes the collapse of the structure while the person is on it and the collapse results in the person falling from height

Fell off a Ladder (fixed, mobile, stepladder or rope)

[1.1.1 Fall from height - ladder & steps](#)

Fell off a Scaffold (mobile, fixed, cantilever, suspension, ladderjack)

[1.1.2 Fall from height - scaffold](#)

Fell off a Roof or raised fixed platform or floor (roof, roof under construction, working platform, floor above another floor, window sill, flyover, bridge, elevated grating, platform or terrace against a wall ETC.)

[1.1.3 Fall from height - roof/platform/floor](#)

Fell into Hole or through Hole cover (pit, temporary opening, vent hole, functional opening, manhole, hole due to substandard cover, floor)

[1.1.4 Fall from height - hole in the ground](#)

Fell from a moveable platform (elevators, lifts, boom and scissor lifts, cable lifts, lift trucks like forklift or stackers, working mobile platforms)

[1.1.5.1 Fall from height - moveable platform](#)

Fell from a vehicle that was not moving

[1.1.5.2 Fall from height - non-moving vehicle](#)

Fell from height not intended as support area for work (e.g. masts, boxes, equipment for moving people, gymnastics equipment, tanks, machinery, storage)

[1.1.5.3 Fall from height - working on height unprotected](#)

FALL ON THE SAME LEVEL

There is no height involved in the fall (surface, pathway, passage, road, indoor or outside)

[1.2 Fall on same level](#)

FALL DOWN STAIRS OR RAMP

The person fell down a fixed or temporary staircase, spiral staircase, stairs on a ship, or a ramp

[1.3 Fall down stairs or ramp](#)

STRUCK BY AN OBJECT NOT BEING HELD BY A PERSON

The object which contacts the person is a moving vehicle

[2 Struck by moving vehicle](#)

The object contacts the person by falling on them either from height or it topples over or collapses onto the person AND...

.....it has something to do with cranes:

[3.1 Contact with falling object - cranes, part of cranes or crane loads](#)

...it is NOT to do with cranes:

[3 Contact with falling object - other than cranes, part of cranes or crane loads](#)

The person is struck by a missile:

[4 Contact with flying object](#)

The object is rolling or sliding (not a moving vehicle)

[5 Hit by rolling/sliding object](#)

The object is hanging or swinging when it makes contact

[8.2 Contact with hanging/ swinging objects](#)

STRUCK BY AN OBJECT BEING USED OR CARRIED BY A PERSON

The object of contact is carried by another person or it is carried or being used by the victim but it is not a handheld tool

[6 Contact with object person is carrying or using](#)

The object of contact is a hand held tool operated by the victim

[7 Contact with hand held tools operated by self](#)

MOVING OR JUMPING INTO AN OBJECT

The victim moves into a stationary object or bumps into a person

[9 Moving into an object](#)

CONTACT WITH OR TRAPPING BY MOVING PARTS

The machine has moving parts and the victim contacts those moving parts

[8.1 Contact with moving parts of a machine](#)

An object moves against a person and traps them against a static object

8.3 Trapped between/against something

BURIED OR IMMERSED

Victim is buried by a large amount of a physical substance like earth or grain or sand due to collapse or downpour

10 Buried by bulk mass

Victim is in a liquid and they lose buoyancy or are trapped under the liquid

23 Impact by immersion in liquid

IN OR ON A VEHICLE WHICH LOSES CONTROL

Victim is in or on a vehicle which loses control

11 In or on moving vehicle with loss of control

CONTACT ELECTRICITY

The victim contacts active electrical parts directly, indirectly or by short circuit

12 Contact with electricity

CONTACT EXTREME HOT OR COLD SURFACE OR FIRE

The victim contacts an extremely hot surface or an extremely cold one or an open flame (which is not a fire burning out of control) because of movement of either the victim or the damage source

13 Contact with extreme hot or cold surfaces or open flame

A fire is caused by a loss of control, including the victim's clothes catching fire, and the victim is exposed to the effects.

17 Fire

HAZARDOUS SUBSTANCE OR ATMOSPHERE

Contact is due to a LOC (LOSS OF CONTAINMENT) of a substance which carries a hazard, such as by spill or overflow, and it is normal for the containment to be open

14.1 Release of hazardous substance out of Open containment

Contact is due to a LOC (LOSS OF CONTAINMENT) of a substance which carries a hazard

and the containment is normally closed

15 Release of a hazardous substance out of Closed containment

Contact due to explosion - substances are explosive, reactive (solid, liquid or gaseous):

27 Explosion

There is contact with a substance which carries a hazard through ingestion, inhalation or skin or eye contact but there was not a LOC

14.2 Exposure to hazardous substance without Loss of Containment

There is contact with a hazardous atmosphere and the victim is confined

22.1 Exposure to hazardous atmosphere in confined space

There is contact with a hazardous atmosphere through breathing apparatus

22.2 Exposure to hazardous atmosphere through breathing apparatus

VICTIM OF HUMAN AGGRESSION OR ANIMAL

The victim is caused harm by an aggressor who loses control

20.1 Victim of human aggression

The victim was injured by an animal including falling from it

20.2 Victim of animal behaviour

DIVING ACCIDENT

24 Too rapid (de)compression

EXTREME MUSCULAR EXERTION

The body is overloaded as a result of a sudden and extreme muscular exertion. This might involve equipment, lifting, sport, rescuing, moving heavy objects etc.

25 Extreme muscular exertion

1.6 Autosave

Storybuilder saves files with extension '.sb'.

It will save a backup of the current work every ten minutes.

This file is in the same directory as the original and has the file extension '.old'.

1.7 Storybuilder Lite Checklists

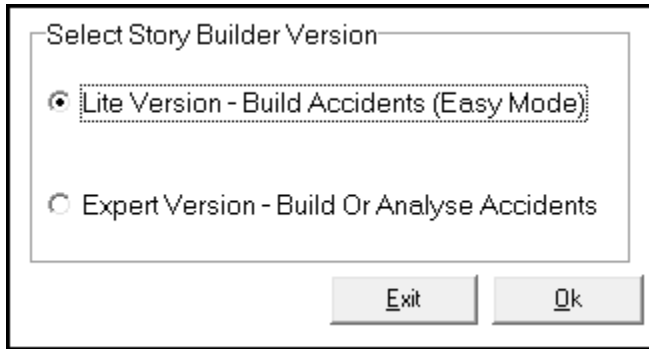
See also separate documents:

Filename: Lite help 2.2 EN.pdf or Lite help 2.2 EN.pdf (StoryBuilder Lite Help April 2011)

Filename: WQ110822 Storybuilder Lite 2.2 Interface.pdf (Helpdesk StoryBuilder Lite 2.2 Interface)

1. Open Storybuilder

To view Storybuilder Lite checklists select the Lite version, either at start up or using the Application mode drop down menu. Switching between Lite and Expert mode is easy with the drop down



2. Select Database, Open

Do this if the file you want has not been selected

Tip: Storybuilder opens the first sb file it finds in the program directory. Otherwise you will have to open a database yourself.

Open the mother database with the data (name ends _ANON) if you wish to view entered data

Open the mother database without paths (name ends _blank) if you wish to enter your own data in a blank template.

3. For a full description of how to enter a path and use other Lite functions see:

StoryBuilder Lite Help - File: Lite help 2.2 EN.pdf or Lite help 2.2 EN.ppt

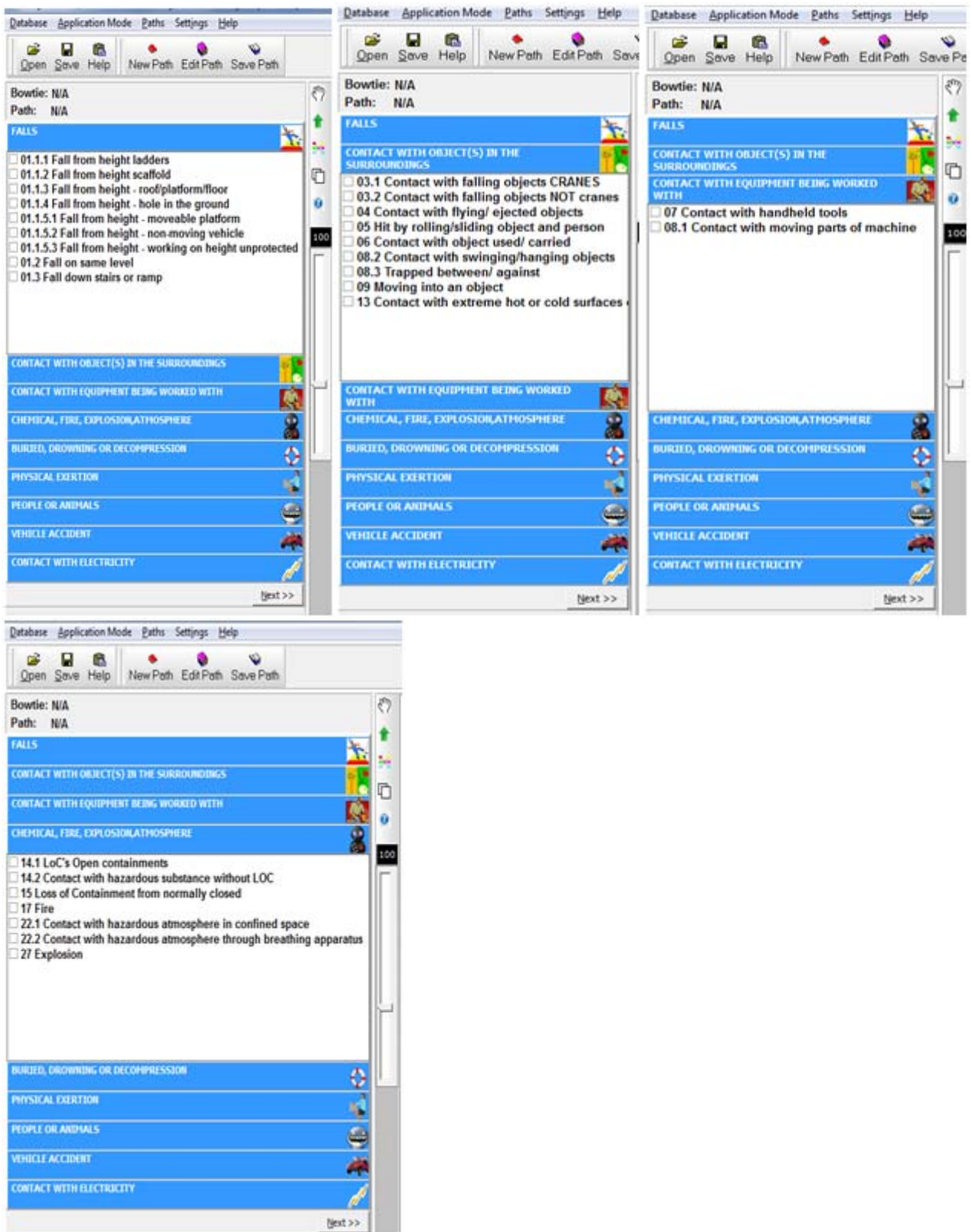
Helpdesk StoryBuilder Lite - File: WQ110822 Storybuilder Lite 2.2 Interface.doc

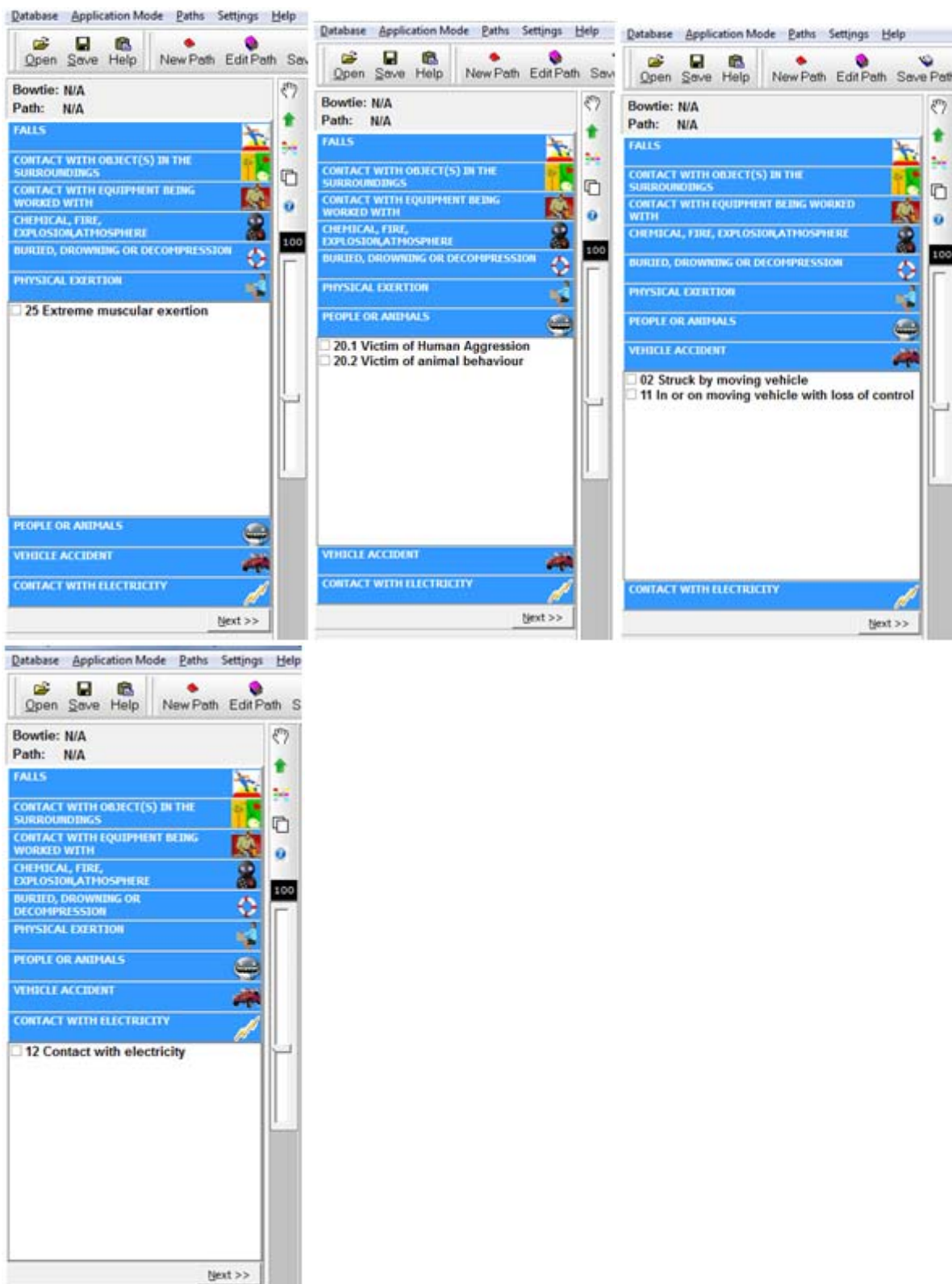
4. Entering or examining paths in bowties

When you are in Lite you can

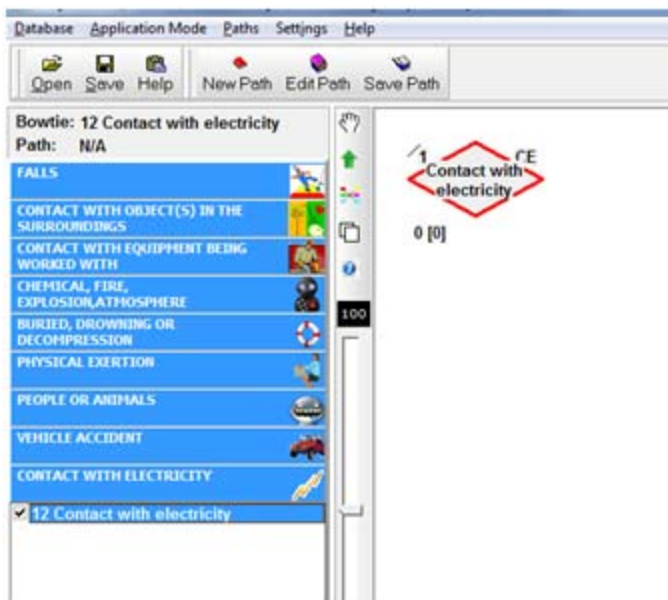
- 1) Enter your own paths
- 2) Look at individual accidents from the database using the drop down edit function

In the database and blank template there are 36 Storybuild bowtie hazards grouped in 9 categories. Each has a checklist based entirely on the underlying database. The blue bars are bowtie groups

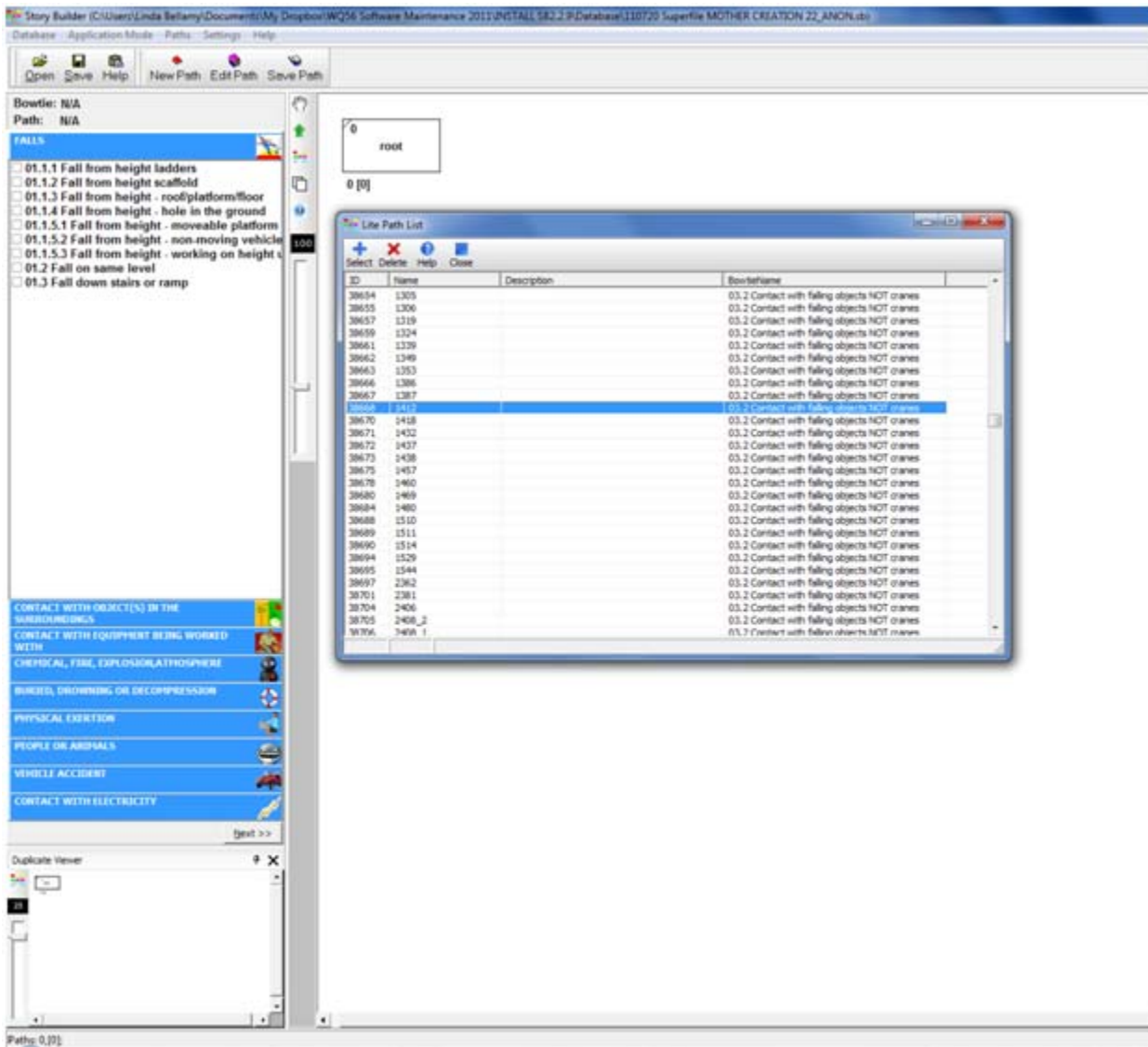




When you have chosen a storybuild by selecting a checkbox the Centre Event will appear



Or if you choose the Edit path button you can select a path from the path list



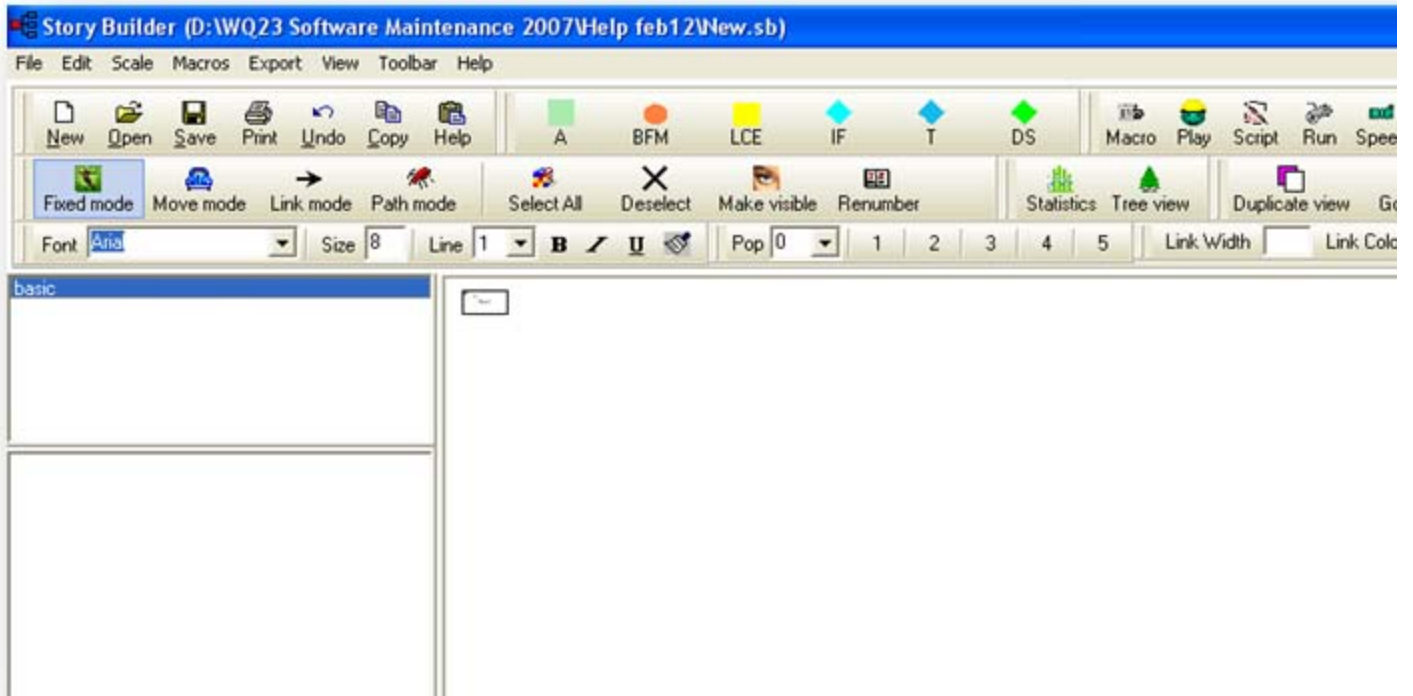
and it will also load as a string of events.....:

2.1 Opening a file

New

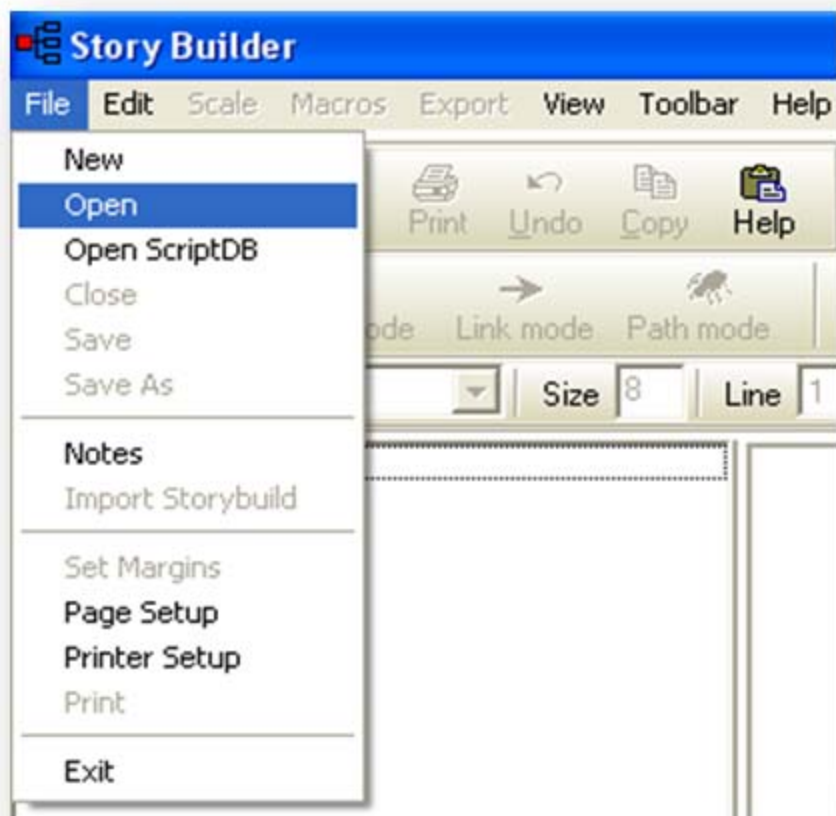
Starting from scratch? Click on New and name your file.

This is what you will see if you open a new file - The first box that is created is called the Root box and this is the parent of all other boxes that will be created like a family tree. Tree branches can be built to left and right of the root box.



Open

Start Storybuilder and open a file with an *.sb extension.



2.2 Main Menu

At the top of the tool is the main menu, consisting of dropdown menus called:

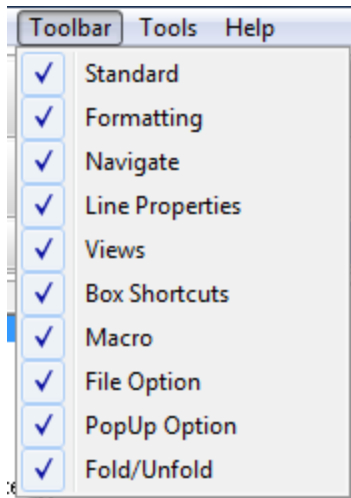
File
Edit
Scale
Macros
Export
View
Toolbar
Tools
Help

For the beginner File, Scale, View and Help are the most important

2.3 Toolbars overview

Below the main menu are a number of Toolbars. Each of the toolbars are explained in a separate section, 4. Toolbars .

The toolbars can be selected or hidden using the toolbar menu shown here by checking or unchecking the boxes



The toolbars are:

Standard

Basic working mode buttons



Formatting

Basic text and box properties copy paintbrush formatting options



Navigate

For getting around



Line Properties

For changing link lines of the structure - advanced



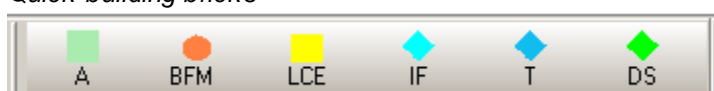
Forms

For exporting data. Tree view also helps with navigating



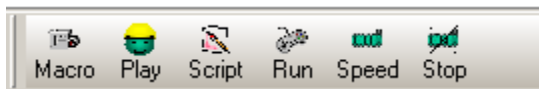
Box shortcuts

Quick building bricks



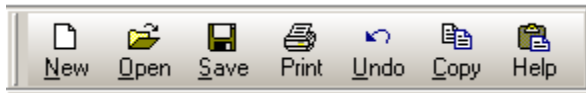
Macro

Making demos with "Wormie" (help worm) - advanced



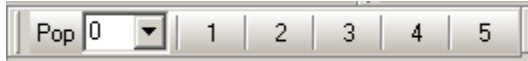
File Option

Standard file options and more



PopUp option

For hiding and popping out parts of the graphic (space saving and neat)



2.4 Workspaces

Below the Toolbars are a number of Workspaces.

NOTE In 2.2 these are now tabs Bowties, Paths and Saved paths. The older version layout is shown below

Storybuilder 2.2 Version layout

Database Edit Macros Export View Scale Application Mode Creation Toolbar Settings Help

New Open Save Print Copy Help A BFM LCE IF T DS Nav Root Demo Fold Open

Fixed Move Link Path All paths No paths See path Renum Count Invis BTs Tree Stats

Font Arial Size 10 B U Link size Link Col Pop 0 1 2 3 4

Bowties Paths Saved Paths

01.1.1 Fall from height ladders
 01.1.2 Fall from height scaffold
 01.1.3 Fall from height - roof/platform/floor
 01.1.4 Fall from height - hole in the ground
 01.1.5.1 Fall from height - moveable platform
 01.1.5.2 Fall from height - non-moving vehicle
 01.1.5.3 Fall from height - working on height unprote
 01.2 Fall on same level
 01.3 Fall down stairs or ramp
 02 Struck by moving vehicle
 03.1 Contact with falling objects CRANES
 03.2 Contact with falling objects NOT cranes
 04 Contact with flying/ ejected objects
 05 Hit by rolling/sliding object and person
 06 Contact with object used/ carried
 07 Contact with handheld tools
 08.1 Contact with moving parts of machine
 08.2 Contact with swinging/hanging objects
 08.3 Trapped between/ against
 09 Moving into an object
 10 Buried by bulk mass
 11 In or on moving vehicle with loss of control
 12 Contact with electricity
 13 Contact with extreme hot or cold surfaces or ope
 14.1 LoC's Open containments
 14.2 Contact with hazardous substance without LOC
 15 Loss of Containment from normally closed
 17 Fire
 20.1 Victim of Human Aggression
 20.2 Victim of animal behaviour
 22.1 Contact with hazardous atmosphere in confine
 22.2 Contact with hazardous atmosphere through b
 23 Impact by immersion in liquid
 24 Too rapid (de)compression
 25 Extreme muscular exertion
 27 Explosion

75

6 Management Deliveries Group G 0 [0]
 5 Tasks Group G 0 [0]
 4 Condition or type of equipment (ladder/ steps) B 0 [0]

141 Management Deliveries Group G 0 [0]
 142 Tasks Group G 0 [0]
 141 Placement of ladder B 0 [0]

180 Management Deliveries Group G 0 [0]
 179 Tasks Group G 0 [0]
 178 Location of equipment B 0 [0]

214 Management Deliveries Group G 0 [0]
 213 Tasks Group G 0 [0]
 212 Condition of foundation/ support B 0 [0]

245 Management Deliveries Group G 0 [0]
 244 Tasks Group G 0 [0]
 243 Position on equipment B 0 [0]

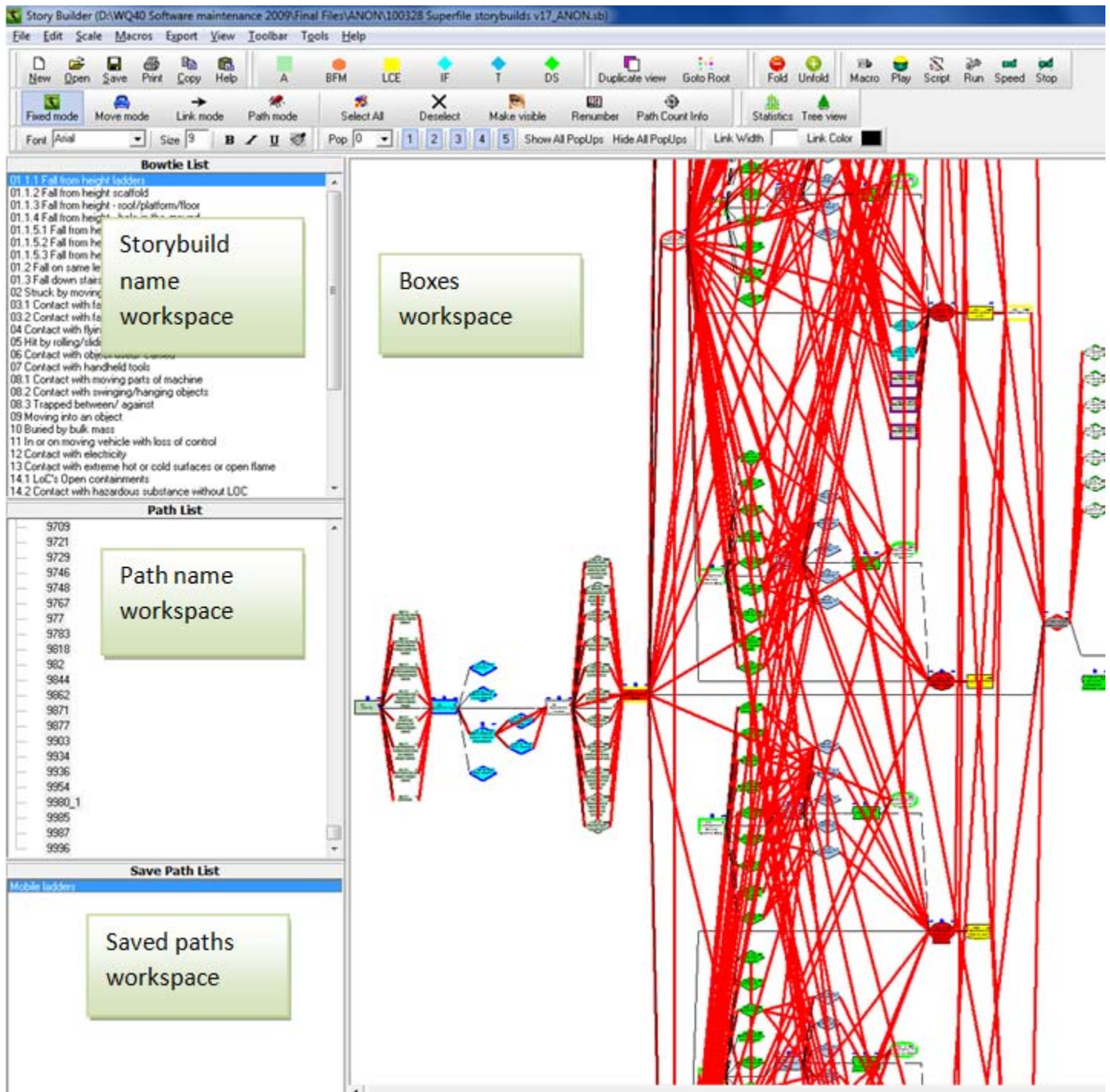
278 Management Deliveries Group G 0 [0]
 277 Tasks Group G 0 [0]
 276 Fitness/ condition of person B 0 [0]

309 Management Deliveries Group G 0 [0]
 308 Tasks Group G 0 [0]
 307 User ability (to control body and/or balance) B 0 [0]

Duplicate Viewer

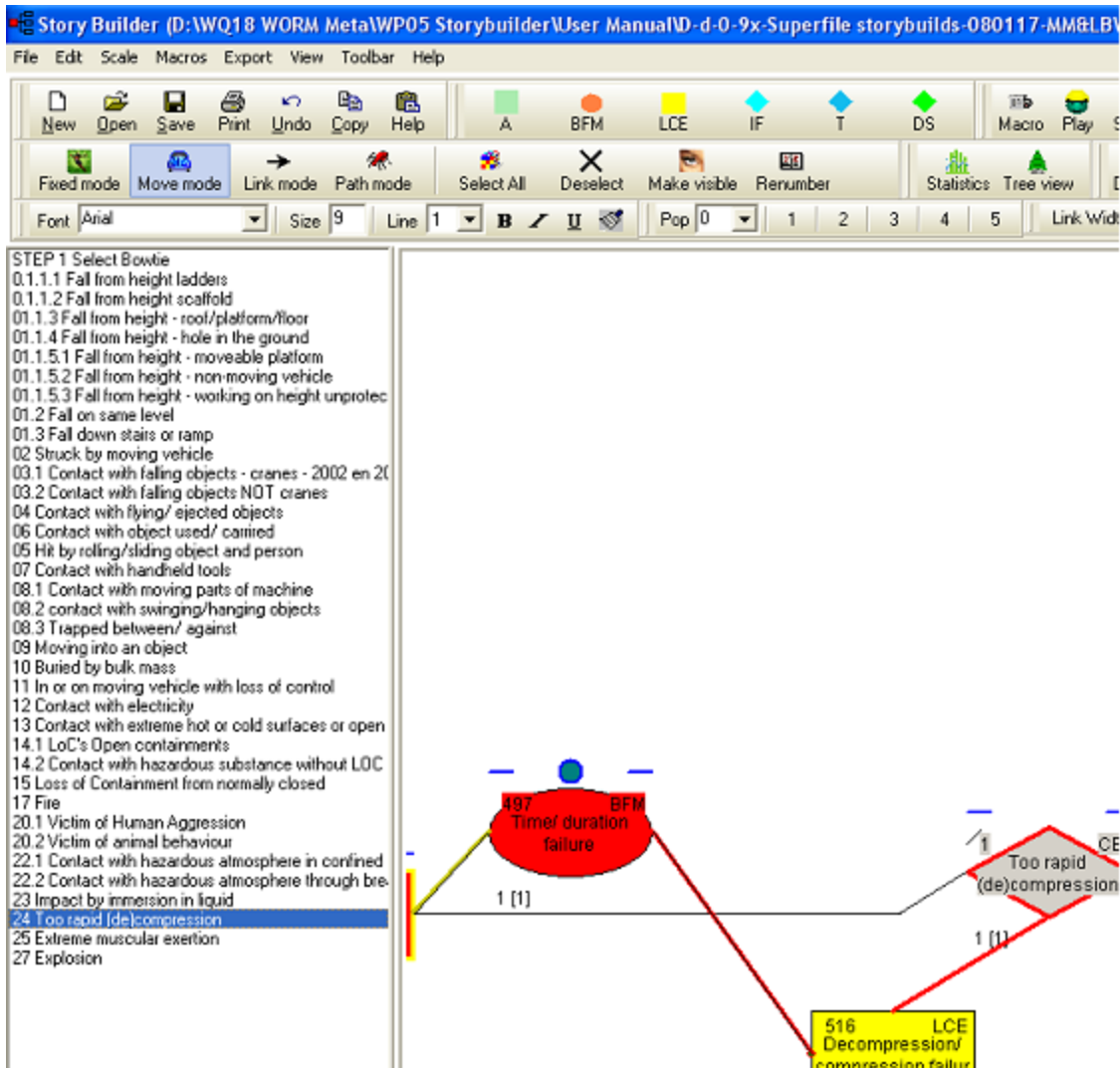
25

Storybuilder 2.1 Version layout



2.4.1 Storybuild Name Workspace

To the upper left is the Storybuild Name Workspace, containing one or more Storybuild names. This is headed "Bowtie list". By default a storybuild is given the name **basic** when a new file is created but you can change this. Clicking on a Storybuild name selects it in the Boxes workspace. In the figure below there are many storybuilds in the name workspace and one has been selected.



. Right clicking on it gives you options such as to change its name.

2.4.2 Boxes Workspace

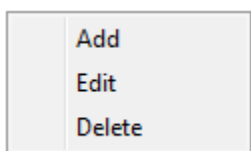
Selecting a Storybuild name on the left selects its associated Storybuild graphic in the Boxes Workspace.

2.4.3 Path Name Workspace

Any paths that have been created have their path names shown here. Paths through a Storybuild can be added and selected in the Path Name Workspace.

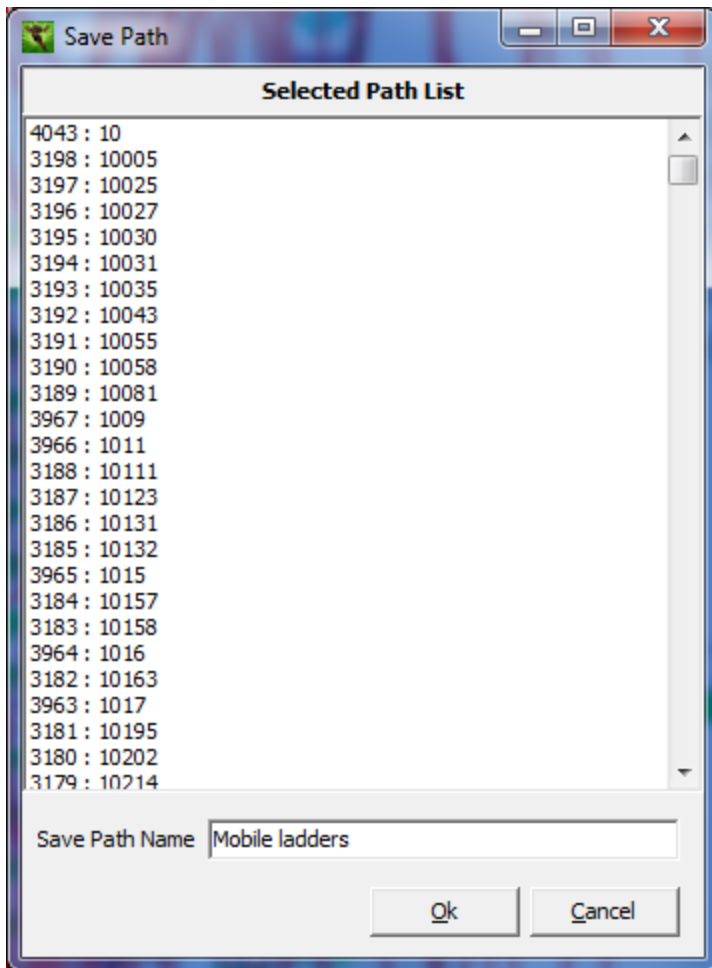
2.4.4 Saved paths workspace

When a path selection is made it can be saved here. Right click for the menu



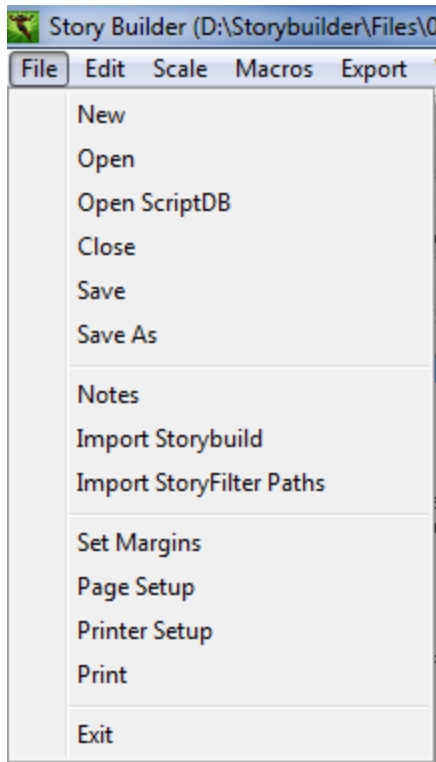
Select add. A screen will appear with the paths, to which a name can be added (e.g. "Mobile ladders")

This name will then appear in the saved paths workspace. When the saved path name is clicked those paths will again be selected



3.1 File

The File Menu is located in the Application Main Menu.



New - New creates a new StoryBuild database in the current directory.

Open - Opens an existing StoryBuild database (*.mdb).

Open ScriptDB - Opens a "SB Program Data" file if the user wants to change from the default

Close - Closes the file

Save - Saves the current StoryBuild file into the current default directory.

Save As - Saves the current StoryBuild (*.sb) file with a name and directory that can be specified by the user.

Notes - Open a notepad function that allow the user to type and save notes with the file.

Import Storybuild - Allows storybuild file to be imported from external StoryBuild databases

Import StoryFilter Paths - Imports an "sfp" file which contains exported filtered paths from StoryFilter [NB StoryFilter is a separate program]

Set margins - Sets margin sizes for printing. See Printer Margin

Page Setup - Sets up the page for printing. See Page Setup

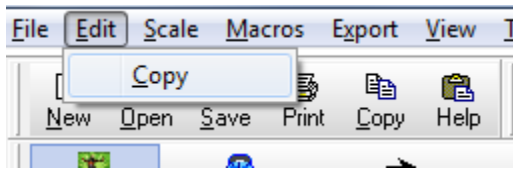
Printer Setup - Opens the Print Setup dialogue of the user's printer

Print - Opens the Print dialogue of the user's printer

Exit - Exits the StoryBuild application, changes to StoryBuild are preserved.

3.2 Edit

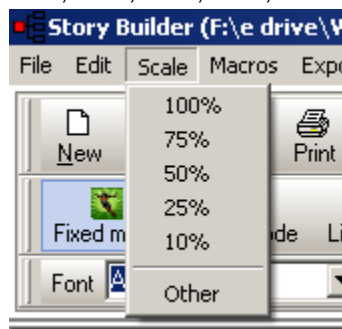
The Edit Menu is located in the Application Main Menu.



Copy Copy takes a graphical snapshot of the boxes workspace and copies it to the Windows Clipboard for use by graphics programs such as Microsoft Paint.

3.3 Scale

The scale can be set in the drop down scale menu and allow the user to set the viewing scale of the bowtie to the preset 10%, 25%, 50%, 75%, 100% or to a custom size where the user could input their preferred percentage in the Other option.



3.4 Macros

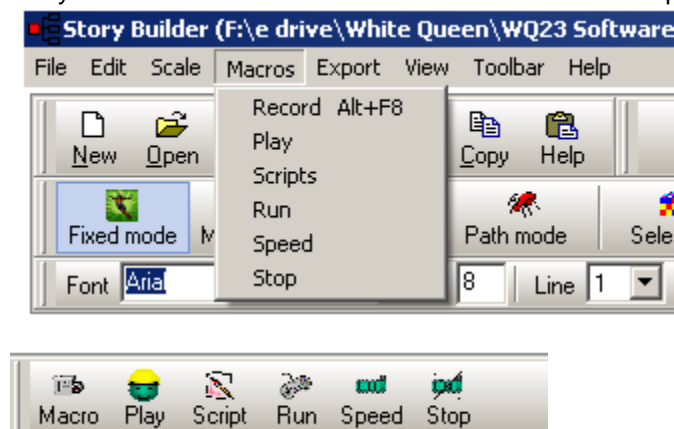
Macros refer to animations which show the user some aspect of Storybuilder functionality or some aspect of a Storybuild structure.

For detailed information about Macros the Macro User Manual should be consulted (a separate guide).

However, it is possible to experiment with macros by typing in texts and clicking on boxes as described below

Running and Customising Macros

StoryBuilder macros can be run from the Macros menu option or Macro toolbar.



Creating Macros unique to a Storybuild

To create Storybuilder macros that are specific to a single Storybuilder file open a Storybuild then go to Macros | Record New Macro (Macro button).

To play a recorded macro go to Macros|Play (Play button). When the file is saved the macro will be saved with it.

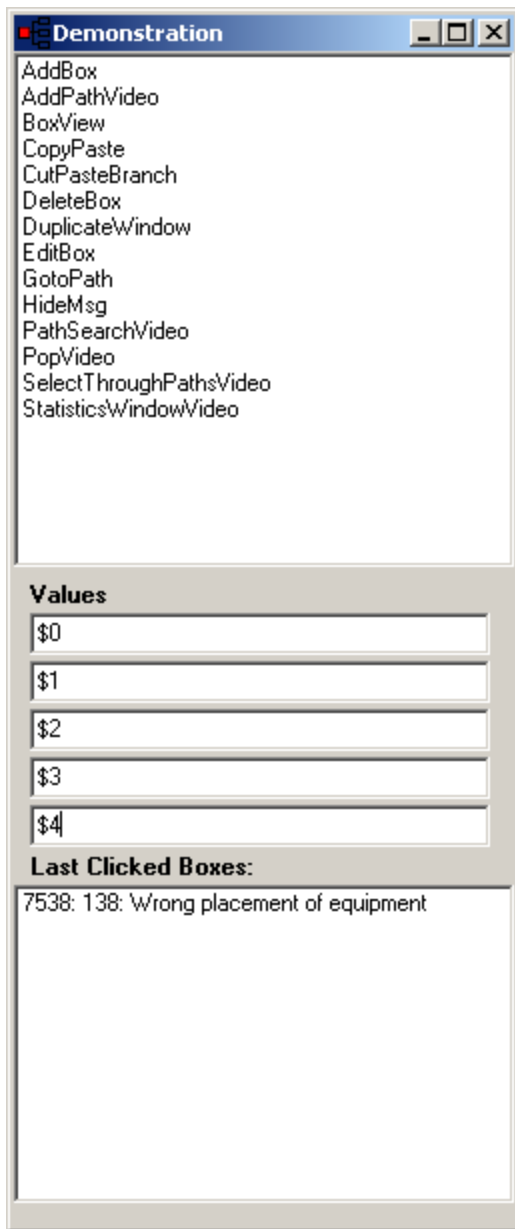
Demo Macros

For Storybuilder macros that are not file specific use Macros|Run.

The run dialog box allows data to be entered that customises the built in macros.

The list shows available macros. Entering text at \$0, \$1 etc. puts the text at the appropriate points in the scripts for the relevant macros

The last clicked boxes are also used in the scripts



Scripts

Scripts allow the built in macros to be changed using Macros|Scripts (button Script)

Scripts are stored in the 'SB Program Data.mdb' file (in MSAccess). Edits to the script will be permanently stored.

To see more about scripts go to Macro User manual (separate document)

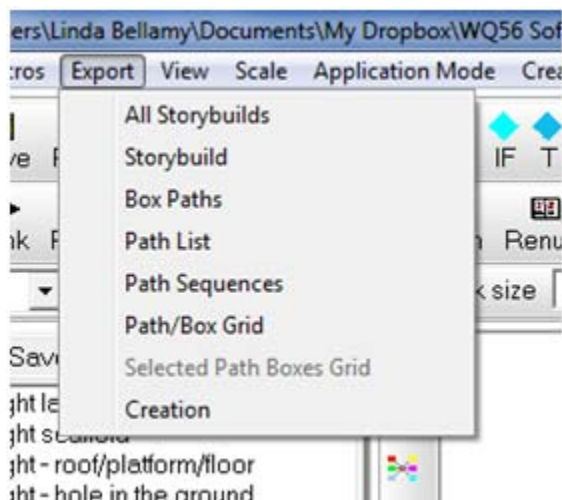
Changing the Program Macro File

Standard macros that are not specific to a Storybuild are stored in a file called 'SB Program Data.sb'. When Storybuilder starts, this is the default macro file. However, it is possible to open a different file with the File | Open ScriptDB menu option. Different macro files based on the supplied SB Program Data.mdb file can be made. To make a new one, copy it to another folder and give it a new name. To open a macro file different to the default at the start of a session use File|Open ScriptDB. The scripts can be modified using the script editor. Scripts can also be edited outside Storybuilder by opening the file in MS Access.

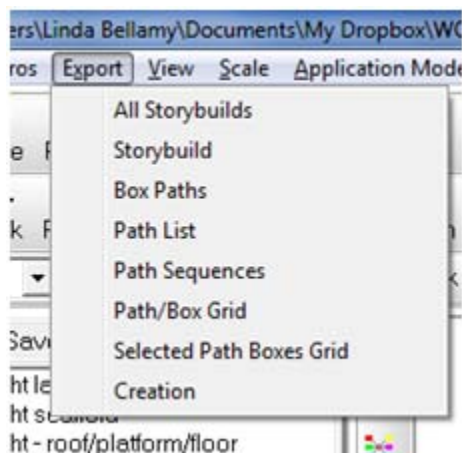
3.5 Export

The export menu provides a variety of ways for exporting box names and data as .txt files which can then be opened in MS Word and MS Excel for example.

This includes, for example, a list of boxes with paths counts <Storybuild> and the Lite Checklist (when created) for the selected Storybuild bowtie <Creation>. Exported data can then be printed or added to another document.



Note that the Selected Path Boxes Grid will stay greyed out until the Path Search view is open (see View Menu)



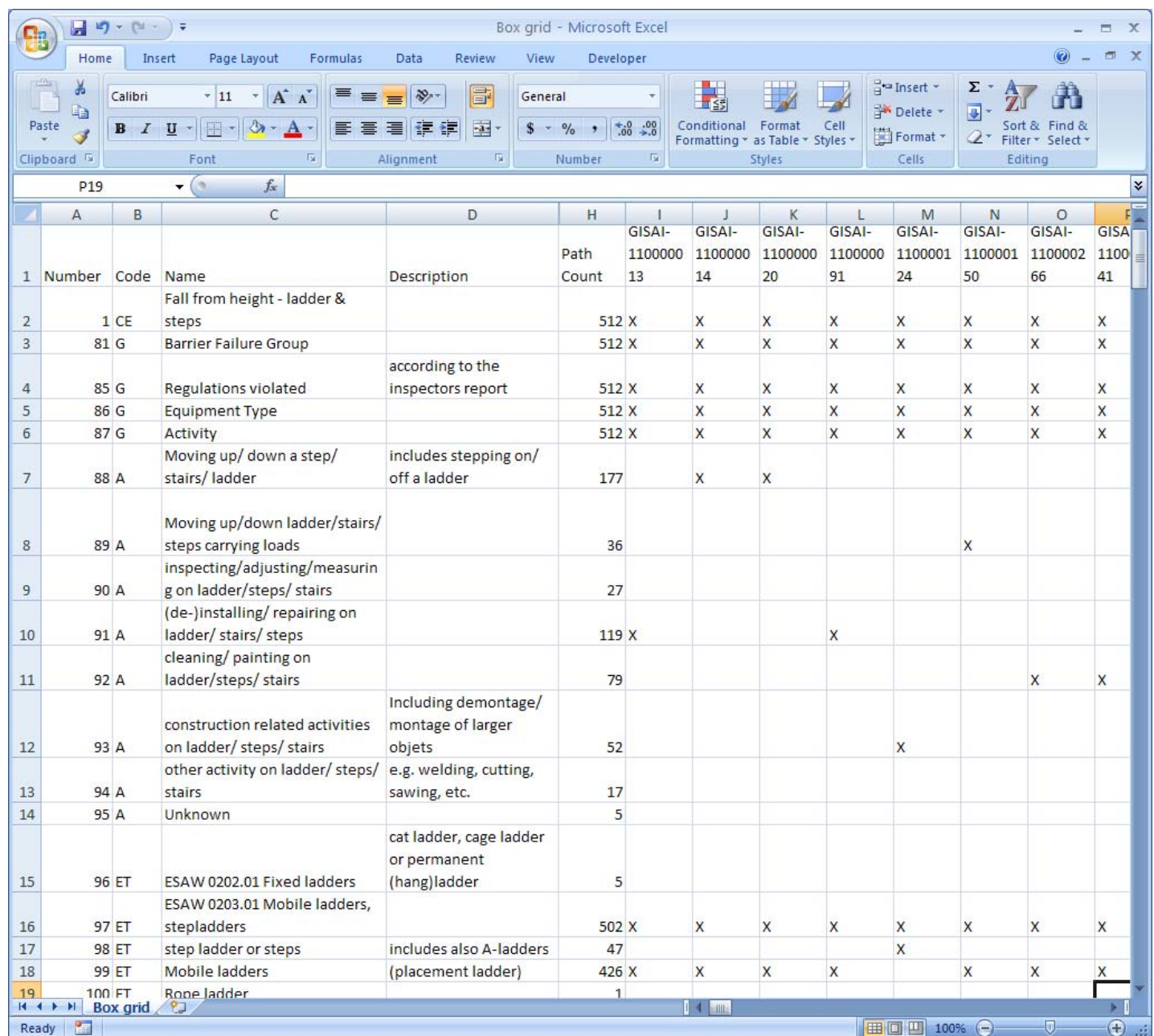
In each case a text file is created which consists of individual fields separated by tabs. These can then be loaded into any other program such as MS Excel and the data manipulated as required. The various export functions are listed below:

NOTE: Data can be exported directly to MS Excel using Statistics and to MS Word using Object Tree View

1. **All Storybuilds:** This is designed to export data about the individual boxes that go to make up all the Storybuilds in a file. The fields that make up this report are: Storybuild name, Box Number, Code, Name, Description, Left Children, Right Children, Linked Boxes, Path Count, Paths.
2. **Storybuild:** This is designed to export data about the individual boxes that go to make up the Storybuild which is selected. The fields that make up this report are: Box Number, Code, Name, Description, Left Children, Right Children, Linked Boxes, Path Count, Paths.
3. **Box Paths:** This produces a subset of the bowtie report; in particular, it lists details of the paths through each box. The fields listed are: Number, Name, Count, Paths.
4. **Path List*:** This lists the relevant paths together with the box sequences they represent. A 'Subpath' field is also present; an 'X' in this field indicates the path is a subpath and its parent is the first path above it without an 'X'. The fields listed are: Name, Subpath, Sequence. This option will initially ask whether only the selected paths should be used for the operation.
5. **Path Sequences:** This exports all path sequences together with the names of paths that follow those sequences. The fields listed are: Sequence, Names. This option will initially ask whether only the selected paths should be used for the

operation.

6. **Path/Box Grid:** This exports a table. Along the top are the names of paths and down the left hand side is a list of box names. In the body of the table, an 'X' indicates that a given path contains a given box. See example below



| | A | B | C | D | H | I | J | K | L | M | N | O | P |
|----|--------|------|--|---|------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| | Number | Code | Name | Description | Path Count | GISAI-1100000 | GISAI-1100000 | GISAI-1100000 | GISAI-1100000 | GISAI-1100001 | GISAI-1100001 | GISAI-1100002 | GISAI-1100000 |
| 1 | | | Fall from height - ladder & steps | | 512 | X | X | X | X | X | X | X | X |
| 2 | 1 | CE | Barrier Failure Group | | 512 | X | X | X | X | X | X | X | X |
| 3 | 81 | G | Regulations violated | according to the inspectors report | 512 | X | X | X | X | X | X | X | X |
| 4 | 85 | G | Equipment Type | | 512 | X | X | X | X | X | X | X | X |
| 5 | 86 | G | Activity | | 512 | X | X | X | X | X | X | X | X |
| 6 | 87 | G | Moving up/ down a step/ stairs/ ladder | includes stepping on/ off a ladder | 177 | | X | X | | | | | |
| 7 | 88 | A | Moving up/down ladder/stairs/ steps carrying loads | | 36 | | | | | | X | | |
| 8 | 89 | A | inspecting/adjusting/measuring on ladder/steps/ stairs | | 27 | | | | | | | | |
| 9 | 90 | A | (de-)installing/ repairing on ladder/ stairs/ steps | | 119 | X | | | X | | | | |
| 10 | 91 | A | cleaning/ painting on ladder/steps/ stairs | | 79 | | | | | | | X | X |
| 11 | 92 | A | construction related activities on ladder/ steps/ stairs | Including demontage/ montage of larger objets | 52 | | | | | X | | | |
| 12 | 93 | A | other activity on ladder/ steps/ stairs | e.g. welding, cutting, sawing, etc. | 17 | | | | | | | | |
| 13 | 94 | A | Unknown | | 5 | | | | | | | | |
| 14 | 95 | A | cat ladder, cage ladder or permanent (hang)ladder | | 5 | | | | | | | | |
| 15 | 96 | ET | ESAW 0202.01 Fixed ladders | | 5 | | | | | | | | |
| 16 | 97 | ET | ESAW 0203.01 Mobile ladders, stepladders | | 502 | X | X | X | X | X | X | X | X |
| 17 | 98 | ET | step ladder or steps | includes also A-ladders | 47 | | | | | X | | | |
| 18 | 99 | ET | Mobile ladders | (placement ladder) | 426 | X | X | X | X | | X | X | X |
| 19 | 100 | FT | Rope ladder | | 1 | | | | | | | | |

7. **Selected Path Boxes grid:** This exports a table based on what is selected in Path Search view (see [10.11 Path Search](#)). Along the top are the names of the boxes selected and down the left hand side are the names of the paths. An X indicates when a selected path is going through the box. The two examples below are for the same box numbers but first using AND and secondly using OR.

Test export sbpg and - Microsoft Excel

| | A | B | C | D | E | F | G |
|----|-----------------|---------|---------|-------|------------------------------|---|---|
| 1 | Box Number | 146 | 154 | 138 | | | |
| 2 | Box Name | Compete | Operate | (| Wrong placement of equipment | | |
| 3 | Box Code | 2_DS | 2_T | 2_BFM | | | |
| 4 | GISAI-110000013 | | | | | | |
| 5 | GISAI-110000014 | | | | | | |
| 6 | GISAI-110000020 | | | | | | |
| 7 | GISAI-110000091 | | | | | | |
| 8 | GISAI-110000099 | | | | | | |
| 9 | GISAI-110000124 | | | | | | |
| 10 | GISAI-110000150 | | | | | | |
| 11 | GISAI-110000266 | | | | | | |
| 12 | GISAI-110000271 | | | | | | |
| 13 | GISAI-110000292 | | | | | | |
| 14 | GISAI-110000341 | X | X | X | | | |
| 15 | GISAI-110000379 | | | | | | |
| 16 | GISAI-110000396 | | | | | | |
| 17 | GISAI-110000397 | | | | | | |
| 18 | GISAI-110000436 | | | | | | |
| 19 | GISAI-110000439 | | | | | | |
| 20 | GISAI-110000450 | | | | | | |
| 21 | GISAI-110000452 | | | | | | |
| 22 | GISAI-110000456 | | | | | | |
| 23 | GISAI-110000487 | | | | | | |
| 24 | GISAI-110000512 | | | | | | |
| 25 | GISAI-110000518 | | | | | | |
| 26 | GISAI-110000530 | | | | | | |
| 27 | GISAI-110000541 | | | | | | |
| 28 | GISAI-110000563 | | | | | | |
| 29 | GISAI-110000607 | | | | | | |
| 30 | GISAI-110000610 | | | | | | |
| 31 | GISAI-110000618 | X | X | X | | | |
| 32 | GISAI-110000621 | | | | | | |
| 33 | GISAI-110000630 | | | | | | |
| 34 | GISAI-110000665 | | | | | | |

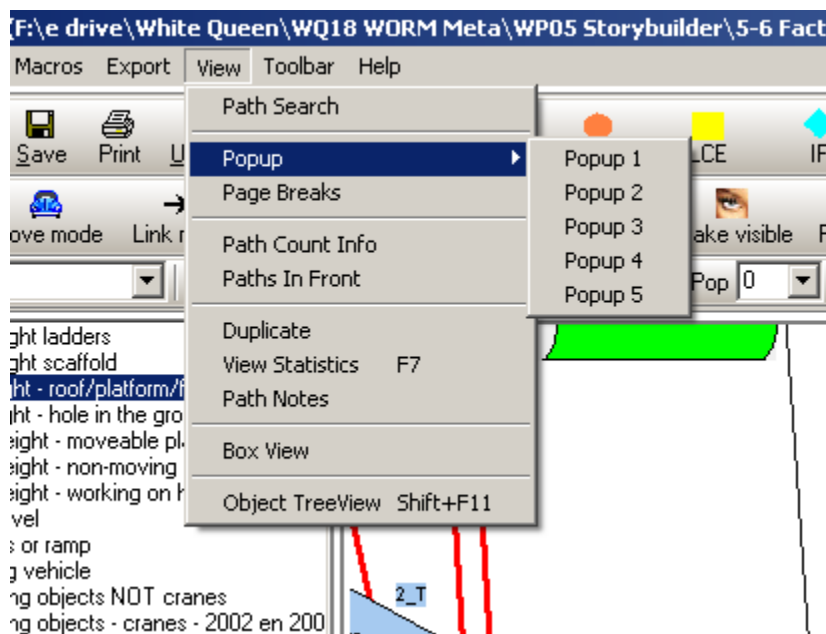
| | A | B | C | D | E | F |
|----|-----------------|---------|-----------|------------------------------|---|---|
| 1 | Box Number | 146 | 154 | 138 | | |
| 2 | Box Name | Compete | Operate (| Wrong placement of equipment | | |
| 3 | Box Code | 2_DS | 2_T | 2_BFM | | |
| 4 | GISAI-110000013 | | X | X | | |
| 5 | GISAI-110000014 | X | | X | | |
| 6 | GISAI-110000020 | | X | X | | |
| 7 | GISAI-110000091 | | | X | | |
| 8 | GISAI-110000099 | | | | | |
| 9 | GISAI-110000124 | | | X | | |
| 10 | GISAI-110000150 | | | X | | |
| 11 | GISAI-110000266 | | X | X | | |
| 12 | GISAI-110000271 | | | | | |
| 13 | GISAI-110000292 | | | | | |
| 14 | GISAI-110000341 | X | X | X | | |
| 15 | GISAI-110000379 | | | | | |
| 16 | GISAI-110000396 | | | | | |
| 17 | GISAI-110000397 | | | X | | |
| 18 | GISAI-110000436 | X | | X | | |
| 19 | GISAI-110000439 | | | | | |
| 20 | GISAI-110000450 | | | | | |
| 21 | GISAI-110000452 | | | | | |
| 22 | GISAI-110000456 | | | X | | |
| 23 | GISAI-110000487 | | | X | | |
| 24 | GISAI-110000512 | | | | | |
| 25 | GISAI-110000518 | | | | | |
| 26 | GISAI-110000530 | | | | | |
| 27 | GISAI-110000541 | | | | | |
| 28 | GISAI-110000563 | | | | | |
| 29 | GISAI-110000607 | | | X | | |
| 30 | GISAI-110000610 | | | X | | |
| 31 | GISAI-110000618 | X | X | X | | |
| 32 | GISAI-110000621 | | | | | |
| 33 | GISAI-110000630 | | X | X | | |
| 34 | GISAI-110000665 | | | | | |

8. Creation This exports checklists which have been made in creations.

(for exporting a list of boxes see [8.2 Tree view menu and data export](#) or [11.2 Exporting data to Excel](#))

The complete Lite Checklist defined in Creation for the opened storybuild is exported as a txt file. The file is created in the user's choice of location. The user can open the file in Word for example and save as a Word document.

3.6 View



Path search. When **Path search** is selected it opens an area below the workspace where path queries can be built

Popup controls the visibility of popups. A submenu is shown in the figure above. Boxes which are given Popup numbers can be displayed or hidden by selecting or deselecting the relevant Popup number. For example in many of the WORM storybuilds popups are used to hide the Delivery Systems (code DS) and Barrier tasks (code T)

Page breaks displays the Printing **layout**. The location of page break positions on the Storybuild graphic can be viewed.

Path Count info displays path frequency information under the boxes (or switches it off if selected)

Paths in front specifies whether the paths pass in front of or behind boxes. Deselecting this can be useful when there are a lot of paths covering up information as it puts the paths behind.

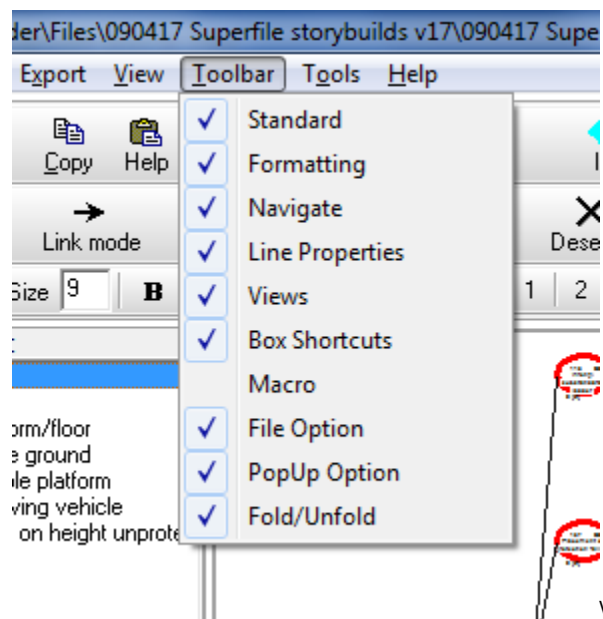
Duplicate is for navigation. It duplicates the workspace and can be set at a smaller scale. It enables navigation and zoom by drawing a box round a selected area. See **Duplicate**

View statistics shows a list of boxes and paths that go through them, depending on the selection. Statistics can be exported directly to Excel. See **View Statistics**

Path notes displays all the path names and any notes made about those paths. See **Path Notes**

Box view can be useful for switching off certain box display attributes. Box View allows the user to specify whether they want to see the Code, Name, and Box number displayed in the boxes and what their position should be

3.7 Toolbar



Toolbars can be selected or deselected to show on the toolbar area.
By default the macro toolbar is not shown on start-up

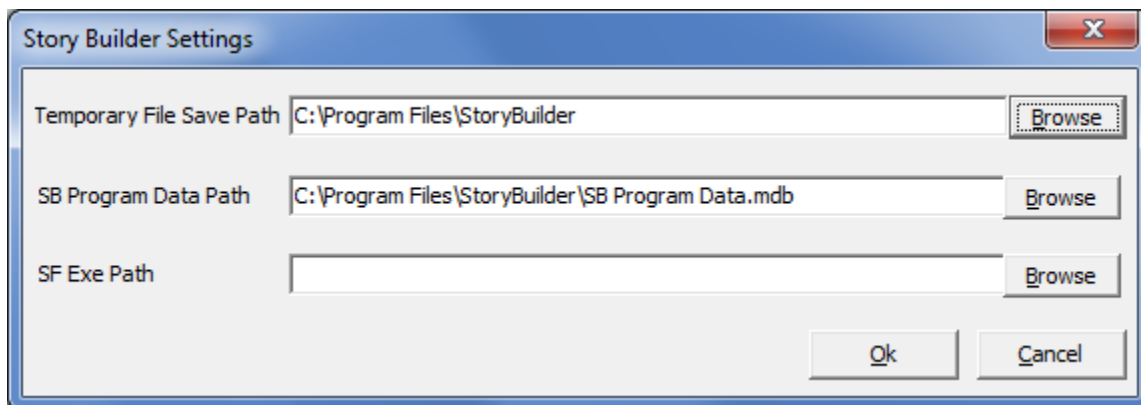
3.8 Tools

In the drop down menu Tools is found Settings.

By choosing Settings the user is given the option to change where temporary paths are opened.

These are paths for the storybuilder files and the SB program data file. Changing the paths is desirable when the user does not have administrator rights.

The selected paths are saved in an ini file `SBSettings.ini` in the Users\User name\Documents directory



3.9 Help

The Help Menu is located in the Application Main Menu.

Help - StoryBuilder help can brought up by selecting this option or by pressing F1.

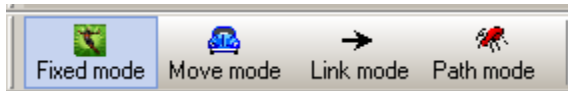
Search for Items - Bring up the Help search function.

About StoryBuilder - StoryBuilder Author and Version information

4.1 Standard Toolbar



4.1.1 Modes of Operation: 4 buttons



StoryBuilder has four basic modes in which it can operate depending on which part of the building or analysis process is being handled.

These modes are:

Fixed Mode: This allows boxes to be added or deleted and their properties to be altered. It does not allow them to be moved. This mode is best for data analysis (selecting and counting paths).

Move Mode: The Move mode is similar to the fixed mode except that it allows boxes to be moved about. The purpose of this is to allow editing of the structure. (See Box positioning.)

Link Mode: A user defined line. This is used for creating and deleting links between the boxes when you need some extra lines in the structure and which are not created automatically. (See Box Linking.)

Paths Mode: Paths through the structure can be added and amended in this mode. They follow the lines of the structure and can be counted in the boxes. (See Paths.)

4.1.2 Path select and deselect: 3 buttons



In addition there are buttons for viewing paths

Select all: Selects all paths

Deselect: Deselects all paths

Make visible: Makes visible all selected paths (note that they might still not be visible if there are Popups not activated)

4.1.3 Box numbering: 1 button



Renumber: This automatically rennumbers all the boxes to ensure that there is a continuous numbering sequence. This is sometimes required because adding a new box takes the next box number according to previous operations and not according to the last visible number.

4.2 Formatting toolbar



This offers standard formatting options

4.2.1 Box Properties Text

Font and letter size, as well as bold, italic and underline affect the text display in the boxes. Arial 8 pt usually comfortably fits.

4.2.2 Box properties painting tool

The format paintbrush works on box properties and will paint colours, codes and shapes.



Located on the formatting toolbar the format painter tool allows the property of a box to be applied to other boxes.

To use it make sure the Fixed or Move mode is selected (see 4.1 Standard Toolbar), depress the tool button and click on the box which has the properties to be copied and then Ctrl click on the box or boxes to which the properties are to be applied. If only the box code is to be copied hold down Ctrl and Alt then Click

4.3 Navigate toolbar

4.3 Navigate Toolbar



See [9.1 Using duplicate window as navigator](#) and [6.4 Root](#)

4.4 Line properties toolbar



4.5 Forms toolbar



The two forms provide ways of viewing data that can then be exported.

Statistics lists the boxes in a matrix with all the box attributes for the purposes of examining path counts. The default is to show all the paths. See Statistics for how to use this form.

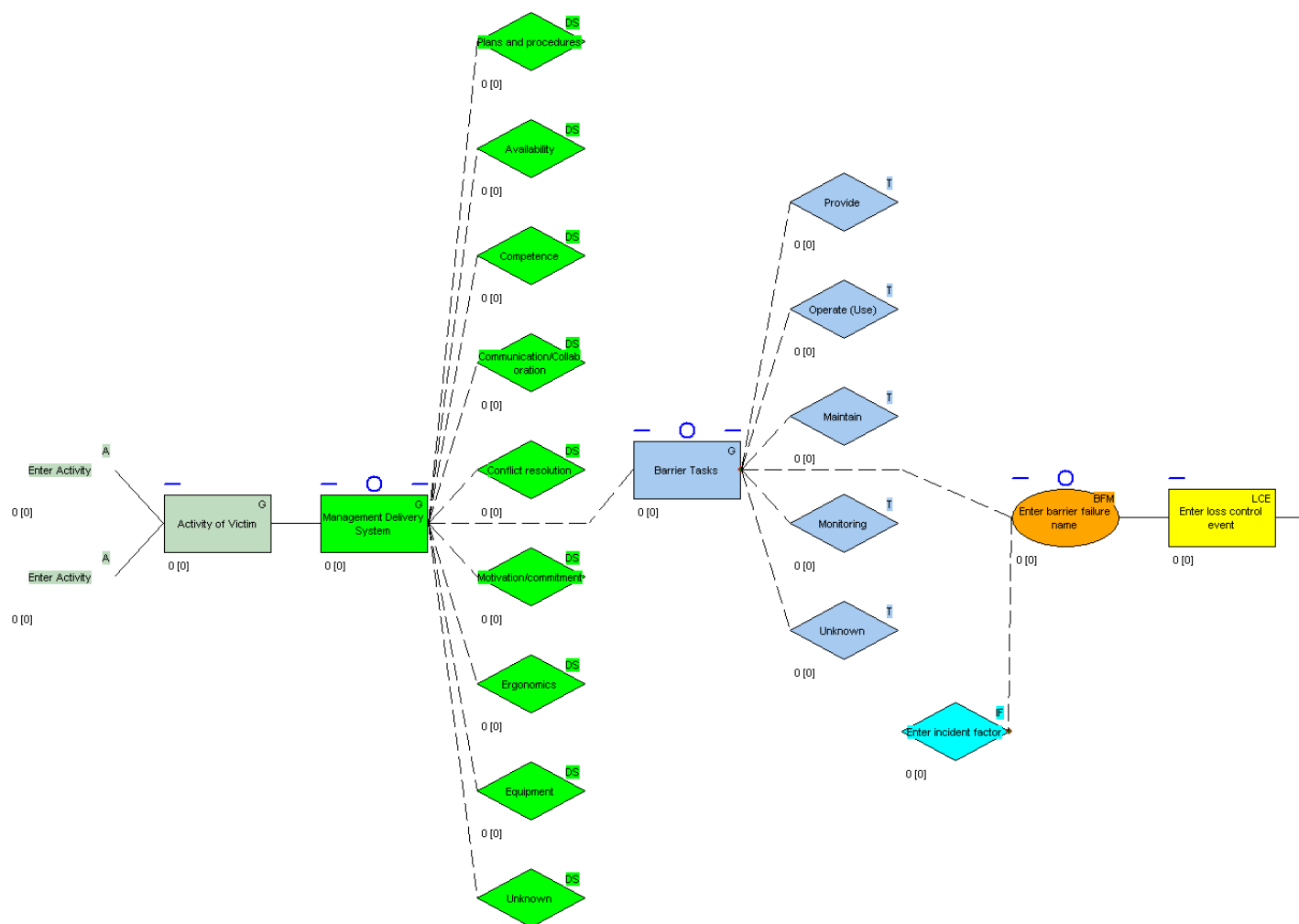
Tree View displays a tree of the graph without the graphics in graph structure and code view. The Object Tree View shows path frequencies and the % of the total selected paths which can be exported to Word. Useful for making quick tables of % contributions. Tree view is also a navigator.

4.6 Box shortcuts toolbar

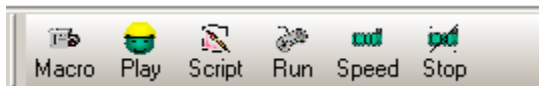


Enables predefined structures to be entered into a storybuild. A composite of the building blocks is shown below. By clicking on a box and clicking on a shortcut the single box or branch of boxes is produced. These are A - Activity branch, BFM - Barrier failure mode, LCE - Loss of Control event (attach to BFM), IF Influencing factor, T - Tasks branch (attach to BFM), DS - Delivery system branch (attach to tasks)

See [14 BOX CODES](#).



4.7 Macro toolbar



For a simple introduction to running and creating macros see [3.3 Macros menu](#)

4.8 File option toolbar



New - New creates a new StoryBuild database in the current directory.

Open - Opens an existing StoryBuild database (*.mdb).

Save - Saves the current StoryBuild file into the current default directory.

Print - Opens the Print dialogue of the user's printer

Copy - Copies the entire Storybuild graph as displayed to clipboard so that it can be pasted into other applications

Help - Opens the Help File

4.9 Pop-up option toolbar



Parts of the structure can be hidden away and made to reappear as pop-ups. There are 5 pop-up numbers

4.10 Fold/Unfold toolbar



A structure can be completely folded into the root box or completely unfolded. Unfolding does not show pop-ups

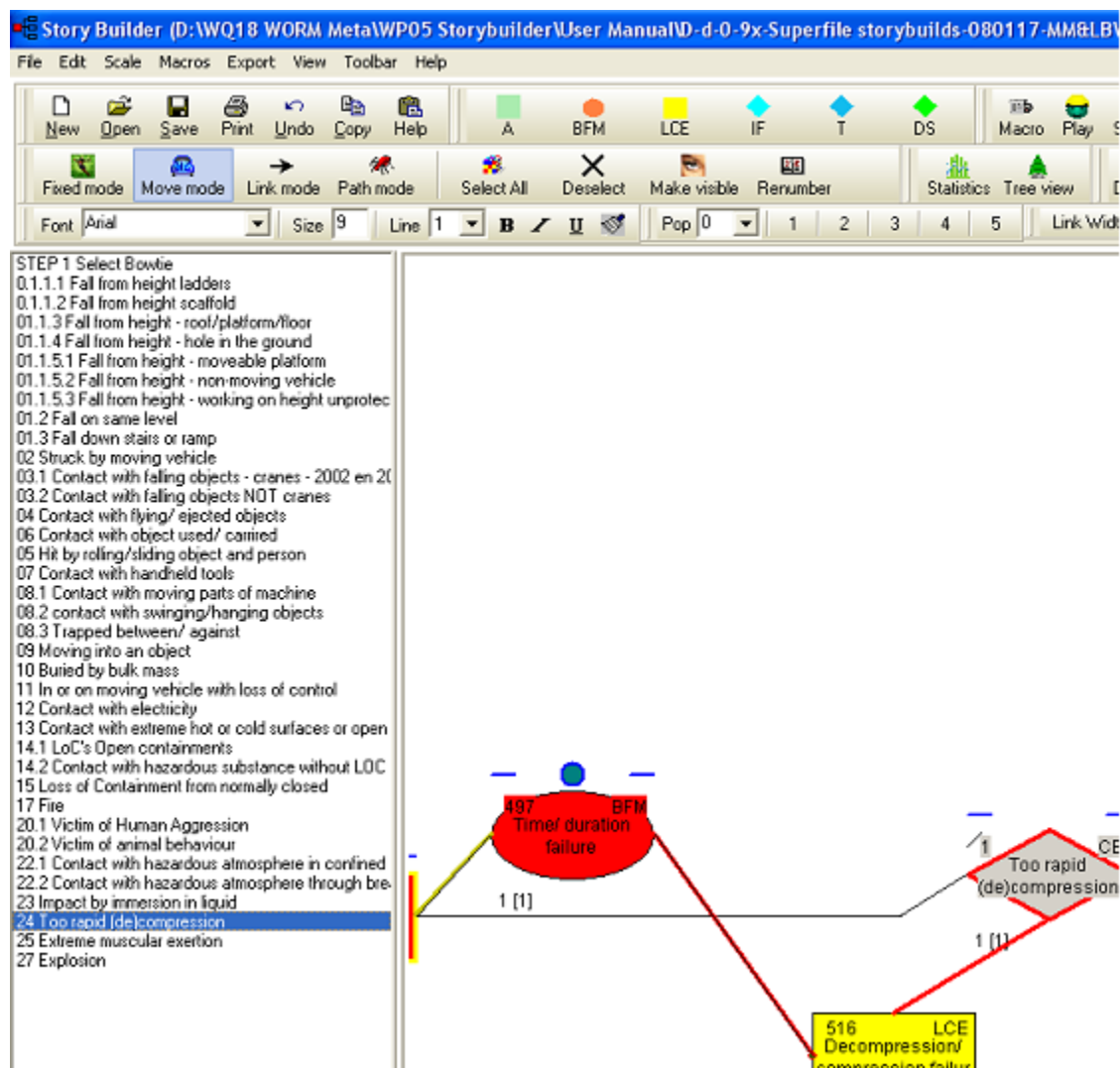
5.1 Selecting a Storybuild

A file may contain one or more storybuilds. These are listed in the Storybuild Name Workspace. Storybuilds are graphics with lines and boxes. Selecting a Storybuild selects the respective graphic. **File, New** - creates a new StoryBuild database.

File, Open - Opens an existing StoryBuild database (*.sb or *.old).

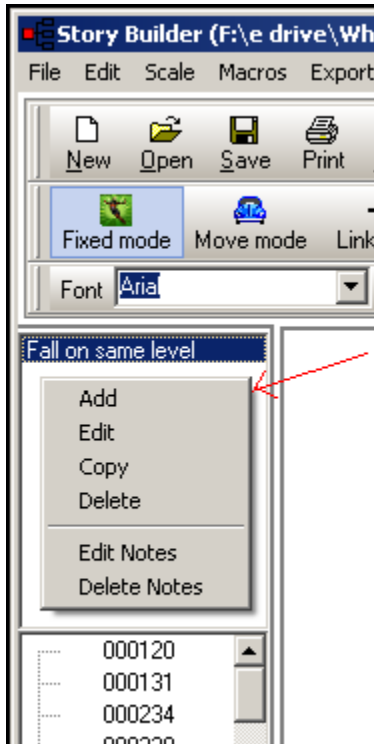
To add a new storybuild to an existing file, delete a storybuild or edit the name see [5.2 Adding and deleting storybuilds](#).

In the Figure below a number of storybuilds are shown in the Storybuild name Workspace of which 24 Too rapid (de)compression is selected. To select a Storybuild move the cursor to the required Storybuild and click the left mouse key to select. It can take a few seconds to appear if it is a big structure with a lot of paths.



5.2 Adding and deleting Storybuilds or change the name

Right mouse click on the background of the Storybuild Workspace to open up the storybuild name menu.



The name menu facilitates the following operations:

Add - Adds a new Storybuild name permitting a new structure to be built in the Boxes Workspace. An Edit box is produced during the addition to allow details to be added to the Storybuild

Edit - A new name and short description can be added.

The Storybuild Edit dialog box enables name and description of the Storybuild to be edited

Name - A name for the current Storybuild

Description - Annotate a useful short description.

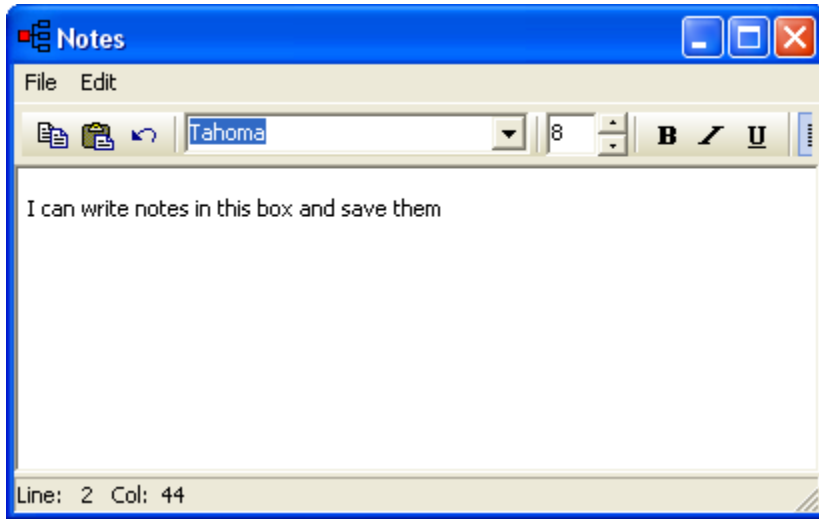


Copy - This enables a complete Storybuild with all its paths to be copied. A new Storybuild called Copy of [name of original] will appear

Delete - Deletes the currently selected Storybuild and its boxes and paths.

Edit Notes - Opens the note dialogue box for users to keep notes on the complete storybuild file

Delete Notes - Delete the notes.



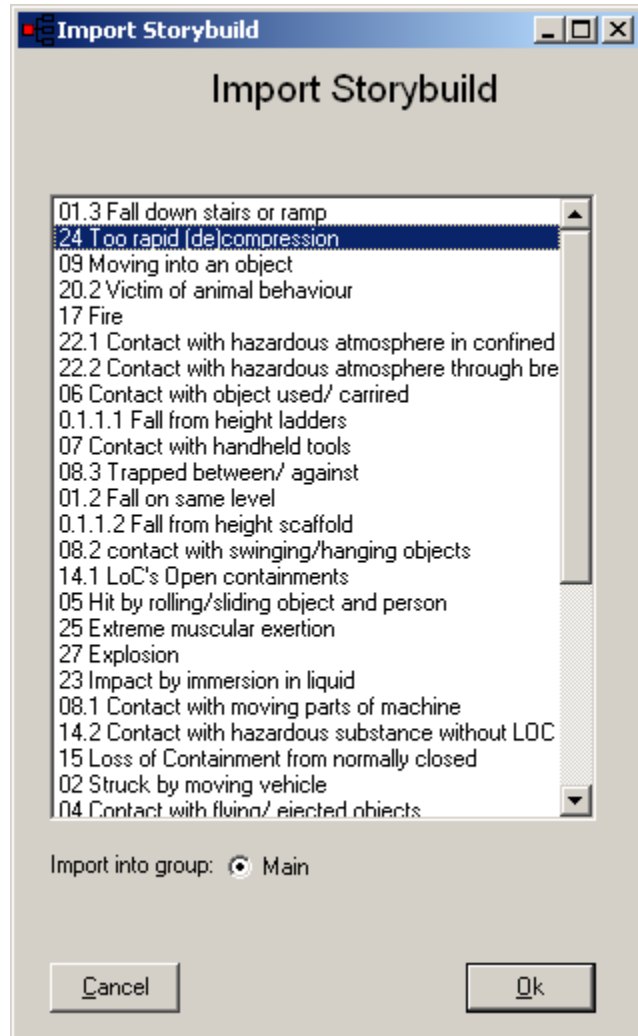
5.3 Changing Storybuild orders in the list

The user is able to move the Storybuild orders displayed in the list. To move a Storybuild up or down simply click on the name from the list and wait for it to load. Hold down your left mouse button and drag and drop it onto the location where you want it to be. A rectangle symbol appears on the cursor to show whether you have indeed grabbed it

5.4 Import a Storybuild from another file

Allows the selection and addition of one or more Storybuilds to be imported from a different Storybuild file to the one open. To import a Storybuild, go to File and then click on Import Storybuild. An initial file selection box is opened. Choose a StoryBuilder database file to open. Once opened, an Import Storybuild box is displayed, showing Storybuilds within the file that are available for selection. Click on the required Storybuild to import

Press ctrl or shift whilst selecting with the mouse to import more than one Storybuild.



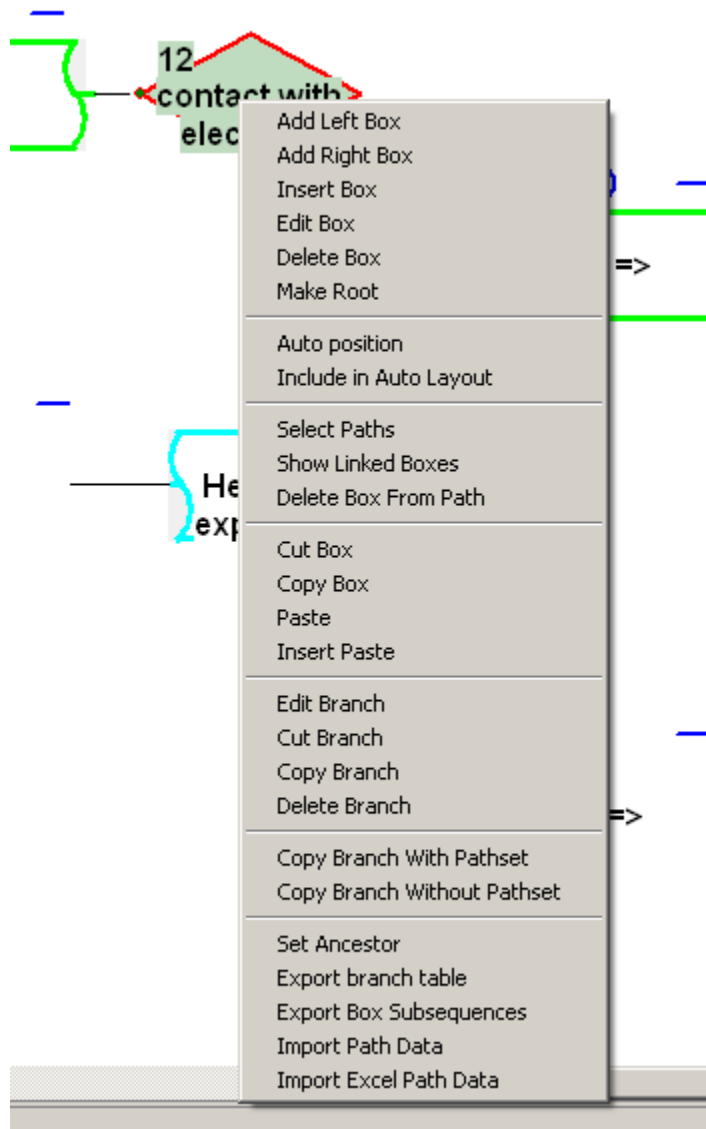
6.1 Doing things with Boxes

6.1.1 Box menu overview

The box menu is available in Fixed, Move and Link modes.

(See 4.1 Standard Toolbar)

Right click on a box to open up the action menu. Most of the menu items are self explanatory. However **Edit box** will open up a dialogue box. You can also open the Edit box by double clicking on the box



The boxes menu enables the following operations on the currently selected box:

Add Left Box - Adds a new box to the left, under the current box.

Add Right Box - Adds a new box to the right, under the current box.

Insert Box - Adds a new box in between the current box and the Parent box.

Edit Box - Opens up an Edit box to modify the box details. This can also be achieved by double clicking on a box

Delete Box - Deletes the current box.

Make Root - Makes the current box the root of the Storybuild (the parent of all other boxes).

Auto Position - Auto arrange the Storybuild with the boxes into an orderly fashion. (See [6.2 Move mode - Repositioning](#))

Include in Auto Layout - Toggle the option of this box to be included in the Auto Layout function, essentially an auto-arrange function for all the boxes. (See [6.2 Move mode - Repositioning](#))

Select Paths - Select all the paths that goes through this selected box.

Show Linked Boxes - Shows all boxes linked with current box.

Delete Box From Paths - Deletes the selected paths from passing through the box.

Cut Box - Removes the current box, allowing the box to be pasted elsewhere if required -effectively moving the box.

Copy Box - Duplicates the current box, allowing a copy of the box to be pasted elsewhere.

Paste - Pastes the previous Copy action

Insert Paste - Inserts a previously copied/cut box, or multiple boxes, in between the current box and its Parent box.

Edit Branch - Enable the user to edit the box properties for all the boxes attached to its branch.

Cut Branch - Removes the current branch (selection of boxes), allowing the box to be pasted elsewhere -effectively moving the whole branch.

Copy Branch - Duplicates the current branch, allowing a copy of the branch to be pasted elsewhere.

Delete Branch - Deletes the selected box and its branch.

Copy Branch With Pathset - Makes a duplicate copy of the branch with all of its paths.

Copy Branch Without Pathset - Makes a duplicate copy of the branch without its paths.

Set Ancestor - Sets the current box as the Ancestor box (only relevant for import functions) See [16.3 Import window](#).

Export Branch Table - Export the selected branch data.

Export Box Subsequences - Export the subsequences of the selected box.

Import Path Data - Import path data using a dialogue form (from txt file)

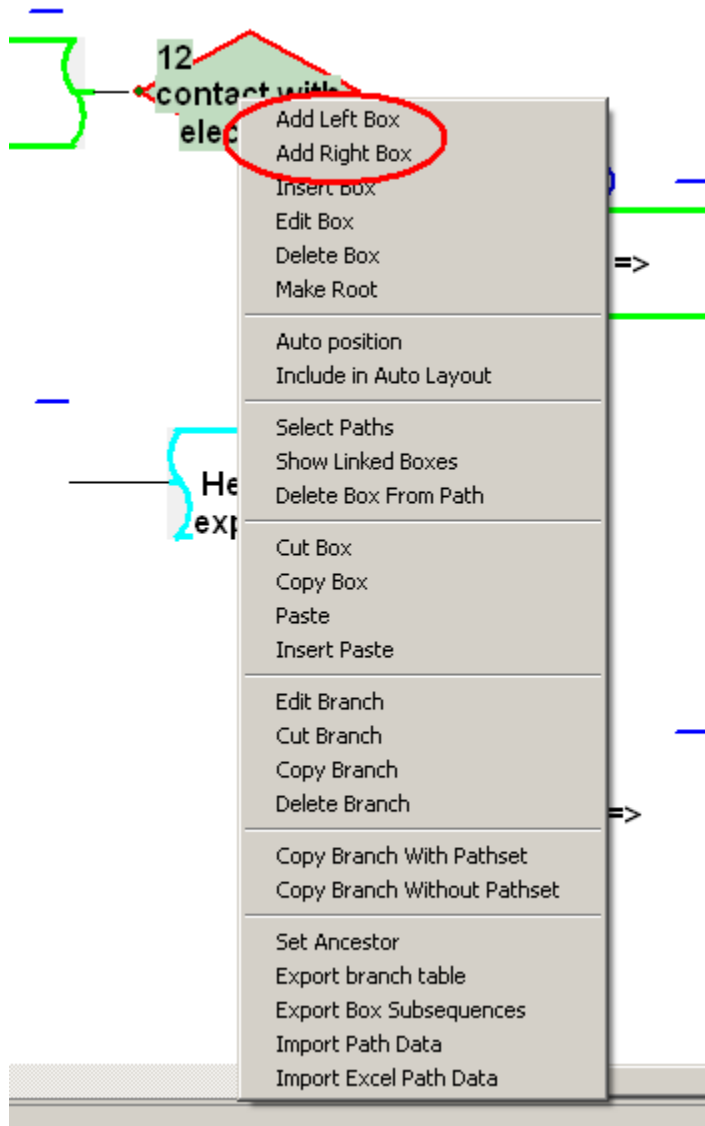
Import Excel Path Data - Import path data via an excel worksheet.

6.1.2 Add box

Add Left Box, Add Right Box.

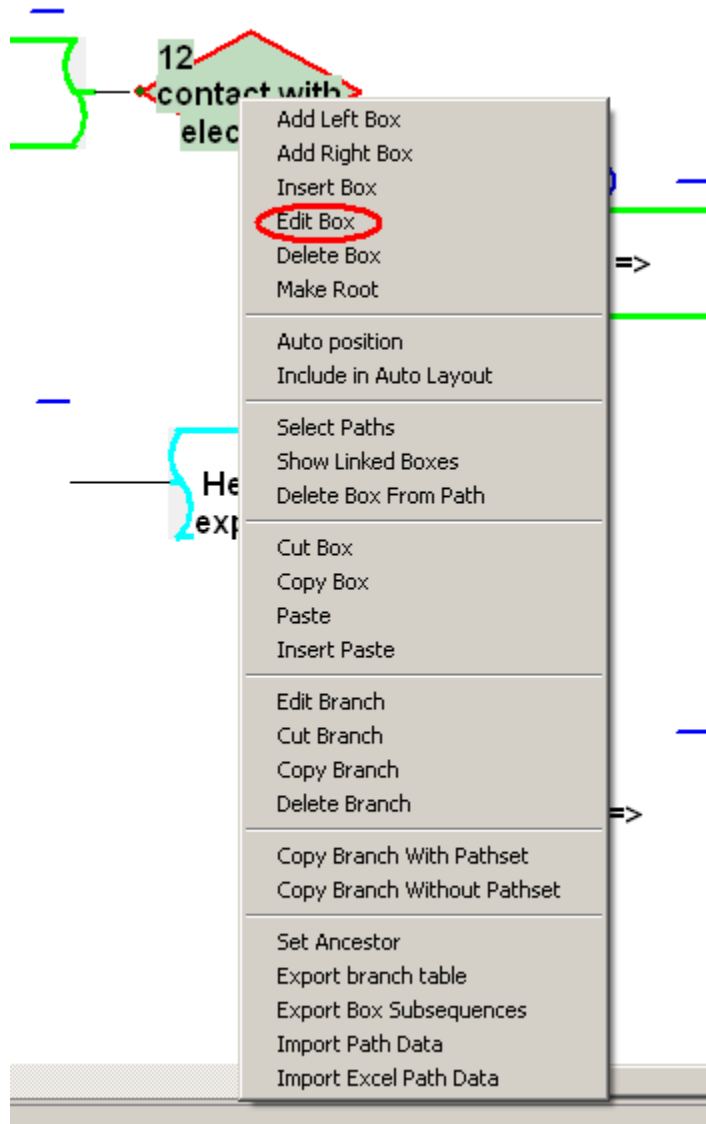
Boxes are added to StoryBuilder individually. Adding a box produces a new Box, ready for editing, to the left or right of the current selected box.

To add a box, right click on box and choose 'Add left box' or 'Add right box'. An Edit box will appear (see 6.1.3 Box edit), fill out the optional details, and press the Ok button to complete the addition.



6.1.3 Box editor

Right click on a box and choose Edit Box OR simply double click on a box.



The Edit Box dialog box appears. This box enables the creation and modification of attributes associated with a box.

Side - Specifies which side the Box will be located in relation to it's parent, a left or right link.

Code - A code identifying the category of the Box.

Box Type - The popup type of the box.

Box Num - The Box number. Boxes get numbered automatically but the use can change this. See also [Renumber on the Standard Toolbar](#)

Name - A name for the current Box.

Description - Add a useful short text description which will appear when you hold your cursor over the box.

Border Colour - The colour of the border around the Box.

BorderWidth - The width of the border surround.

Fill Colour - Specifies the Box colour.

There is 2 additional option that allows the user to edit the position of a box.

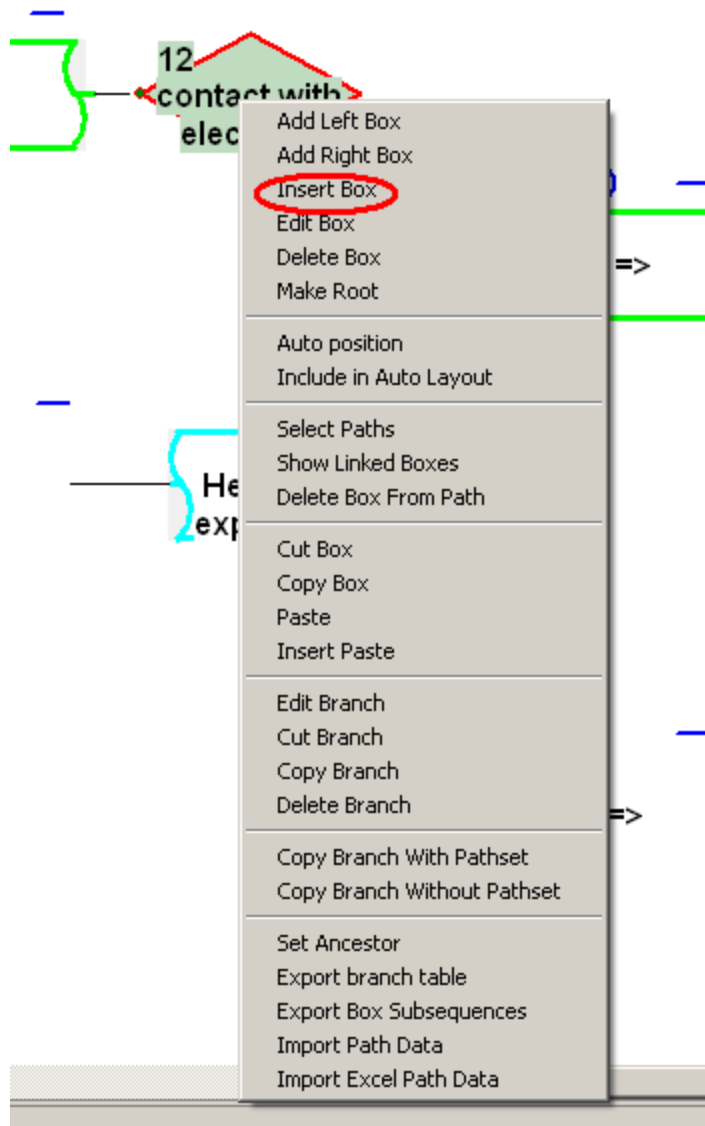
User Position - If this check box is checked, the box is being displayed in a user position (uncheck it if you want the box to go back to auto position). (See [6.2 Move mode - Repositioning](#))

Include in Auto Position - If this check box is checked, the box is included in the auto position of the bowtie.

For more information on how to customise the box positioning see [6.2 Move mode - Repositioning](#).

6.1.4 Insert box

Right click on a box and choose Insert Box. Inserts a new box, ready for editing, between the currently selected box and its Parent box.



6.1.5 Copying and pasting a box

Copy - Right click on a box, choose the Copy action then move the mouse to the box to copy to, right click and choose the Paste action.

You can also paste the box into MS Office applications.

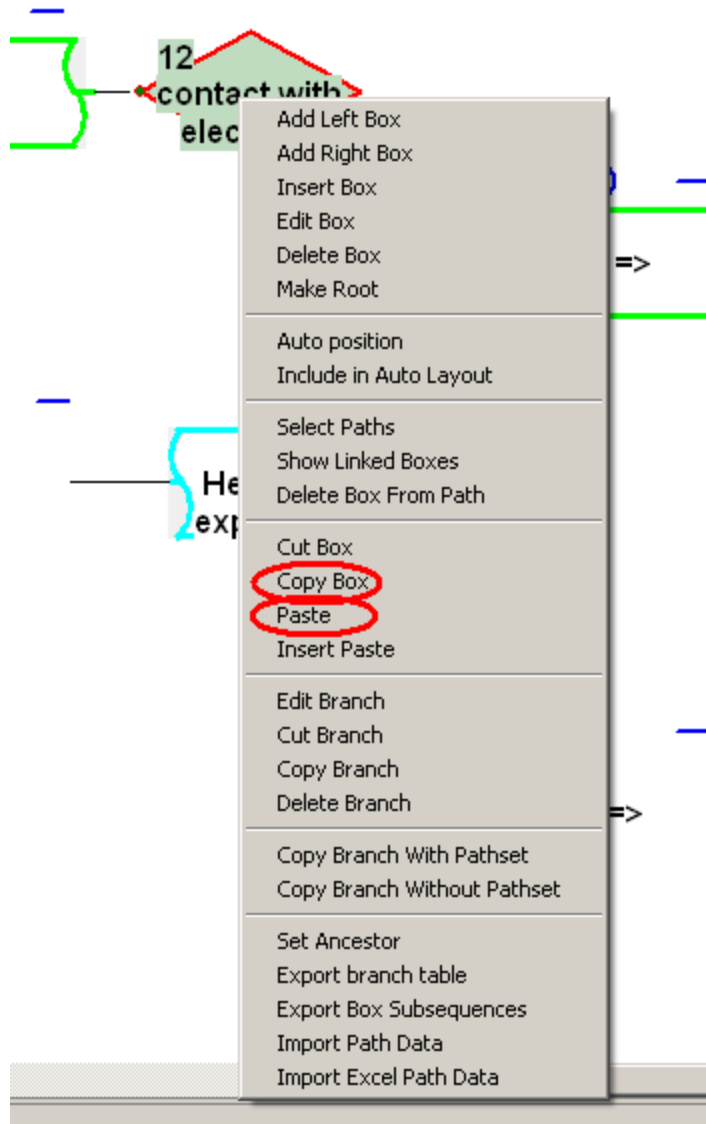
Paste - Pasting completes a Cut or Copy operation. Right click on the box where you want to make the paste and choose paste from the menu.

Pasting maintains a Box's attributes.

Paste depends on the nature of the previous operation.

All paste operations place the Box(es) as children of the currently selected Box.

You can also paste the boxes into MS Office applications.



6.1.6 Copying and pasting multiple boxes with or without paths

Copy and paste boxes

To copy (duplicate) multiple boxes right click on the box and choose copy branch. Select a parent box at the start of the required branch within the Boxes workspace. Move the mouse to the box to copy the boxes, right click and choose paste to complete the action.

Using copy branch on the root box copies all the branch boxes.

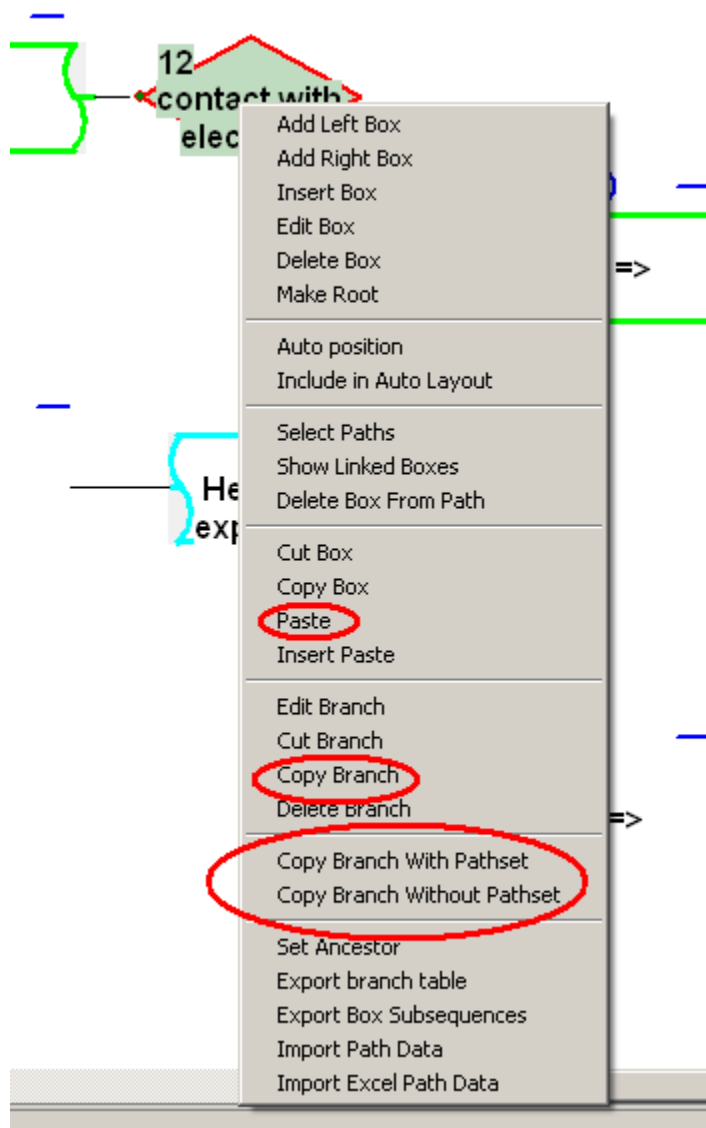
You can also paste the boxes into MS Office applications but it will only paste the displayed boxes in a branch

Copy and paste boxes with paths selected

When paths are selected:

For copying and pasting paths together with a branch choose Copy Branch With Pathset

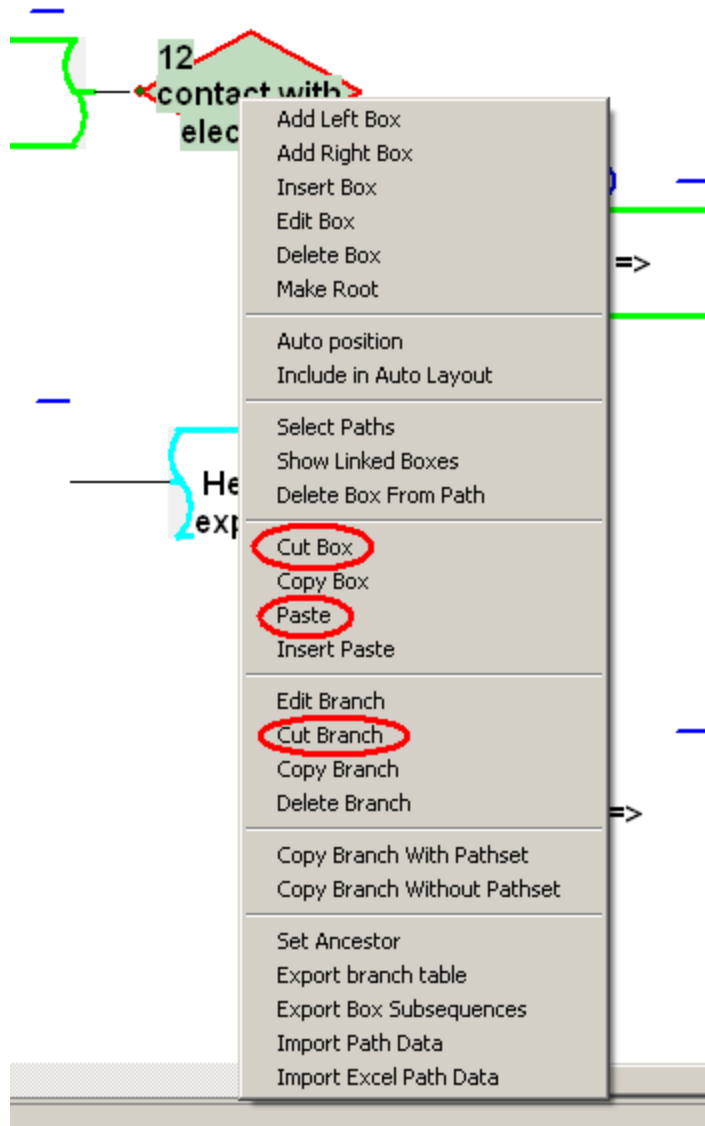
For copying a branch without the pathset choose Copy Branch Without Pathset



6.1.7 Cutting a box or a branch

Right click on a box, select **Cut Box**. The box is removed and can be pasted onto another box by right clicking on it and choosing **Paste** to complete the action.

To cut multiple boxes in a branch choose the branch parent, right click and choose **Cut Branch** from the menu. The branch can be pasted onto another box in the usual way.



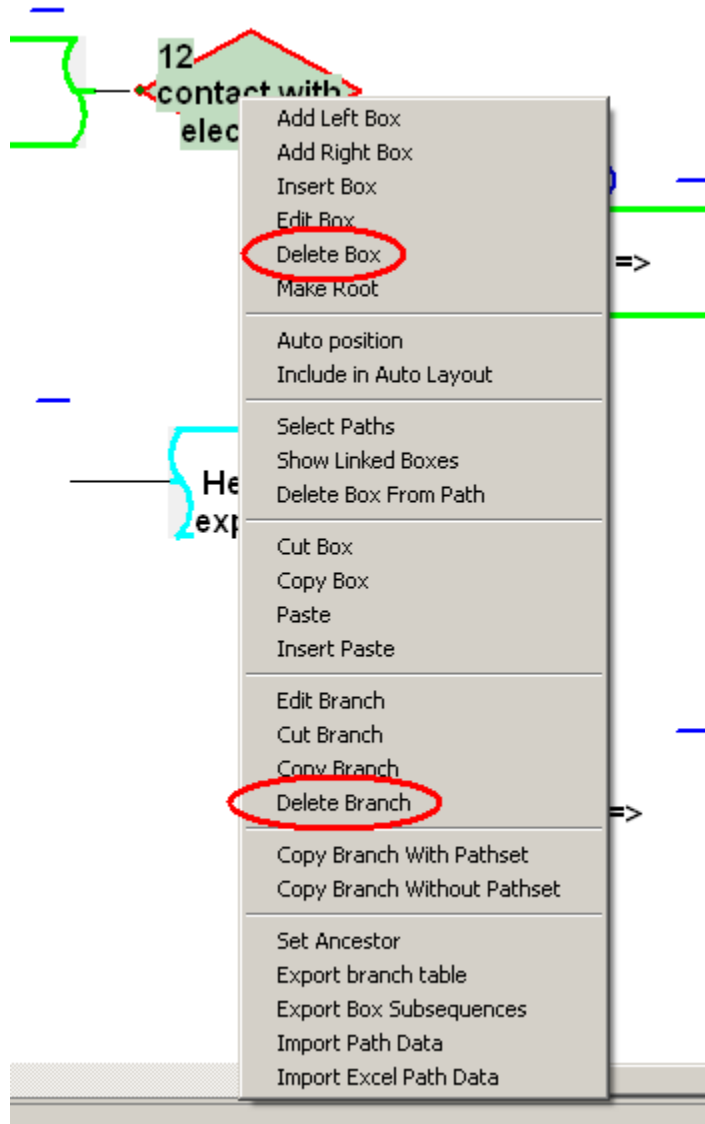
6.1.8 Deleting a box or branch

NOTE: A deleted box cannot be pasted. If you want to cut and paste see

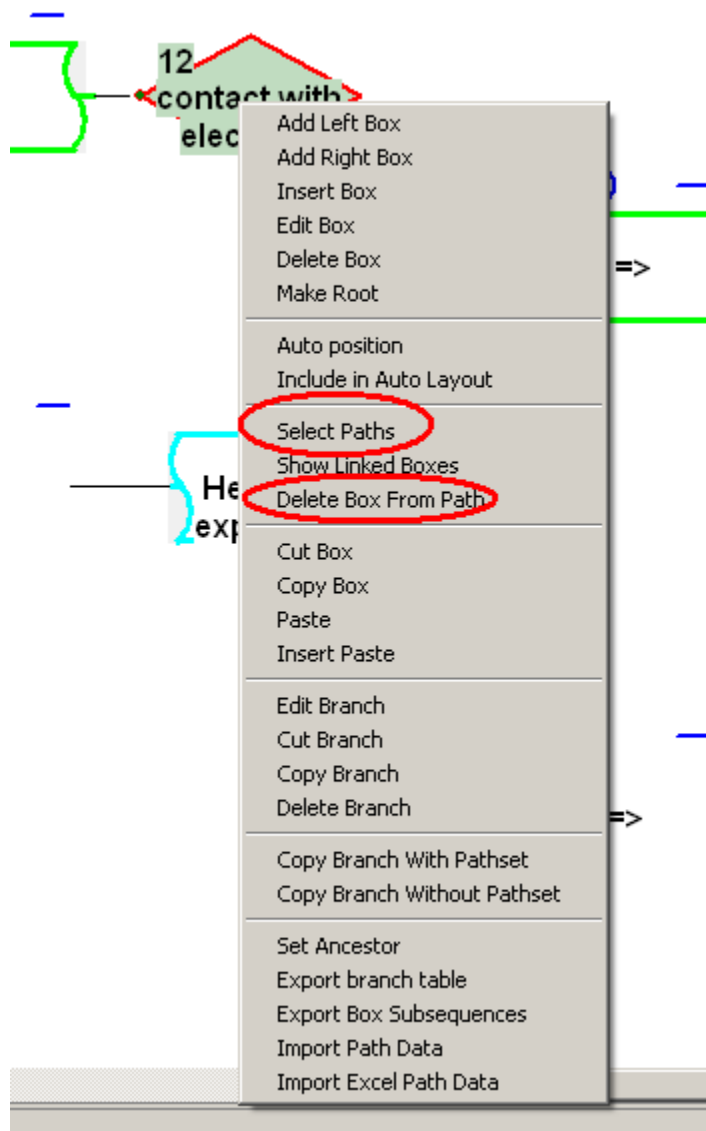
To delete a box right click on it and select delete box. Respond to the confirmation box to complete the action.

The tree structure is preserved such that when boxes that have children are deleted immediate children of the deleted box move up the tree and take the place of the deleted box.

To delete a branch perform the same operation but choose delete branch



6.1.9 Selecting and deleting paths



Select - Clicking on Select Paths selects all the paths going through that box.

See topic [10.8 Selecting paths](#)

Delete - When paths are selected, to delete selected paths from a box click on Delete Paths. This is the best way to delete multiple paths from a box.

See also topic [10.6 Multiple Path Edit](#)

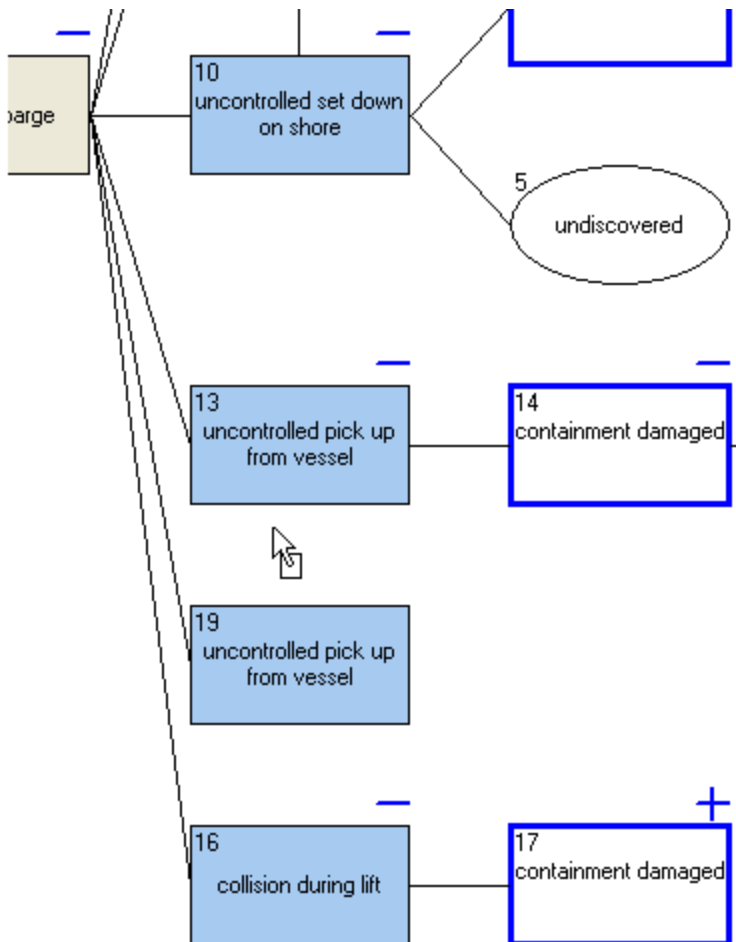
6.2 Move mode - Box repositioning

Boxes can be repositioned in Move mode only. (See Modes of Operation.) Using Drag and Drop operations objects can be moved and repositioned freely throughout the StoryBuild structure.

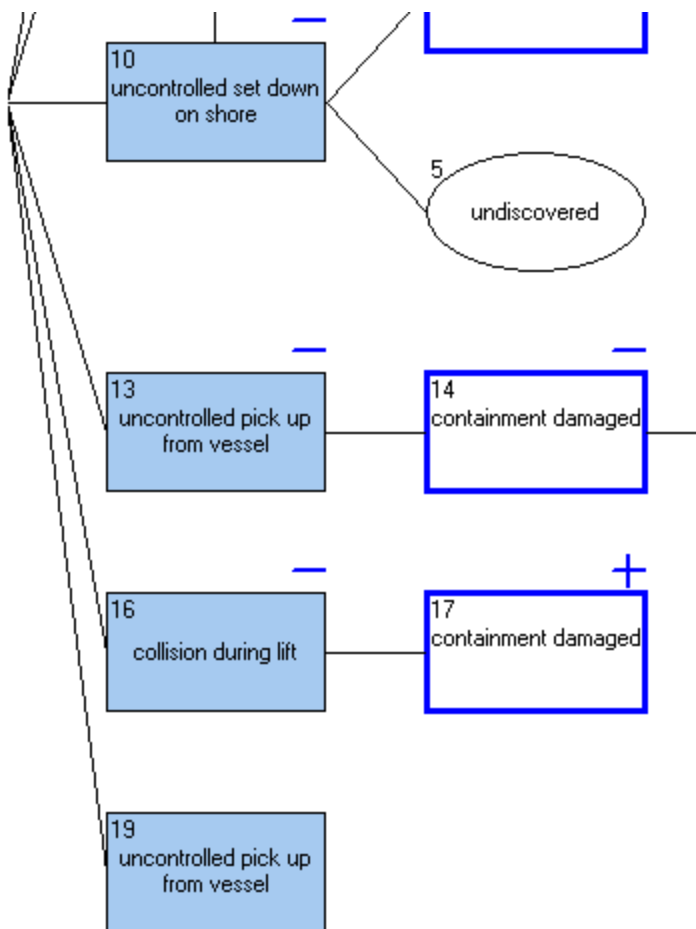
To move a box to a different location:

1. Go into Move mode
2. Click on the box and drag it to the new location above or below other boxes. The symbol on the cursor will change to a small rectangle when the box can be dropped

In the following example box 16 is selected and moved between boxes 19 and 13



After the drop operation Box 16 is repositioned between 19 and 13.



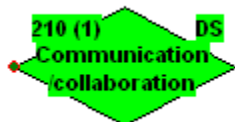
Move to a different parent:

1. Go into Move mode
2. To reposition and move a box to a different parent, the ctrl key should be pressed during the drag and drop and the box dragged onto the new parent. Again a small rectangle will appear when the drop is possible.
3. Drop the box on the new parent. The box will reconnect to its new parent.

User defined position -

1. Go into Move mode
2. To position a box anywhere in a user defined position on the background hold down the Ctrl + Alt key when moving the box then drop it.
3. When a box is user positioned it overrides the automatic positioning which keeps boxes from overlapping.

A user defined positioned box is identified by a small green dot with a red border



To return a box to auto position

1. Left click on a box and select Auto position from the Box menu

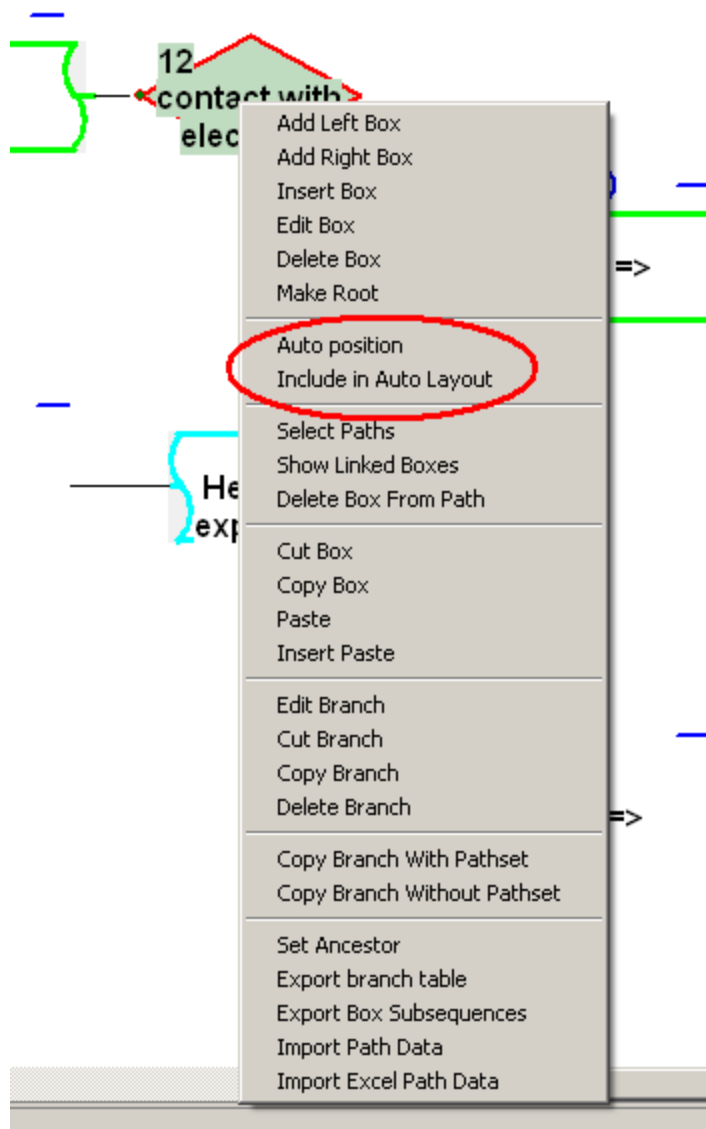
or

1. Select box edit from the box menu and unclick User Position.

To prevent boxes overlapping

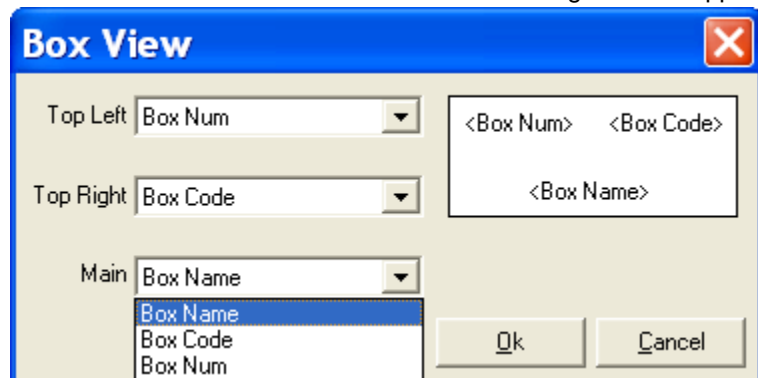
A box can be added or removed from auto layout. By default it is in auto layout which prevents boxes from occupying the

same space. To include it in auto layout use either the Box menu or the Box edit



6.3 Box view

There is an option to customise the information displayed on a box via the BoxView menu. To access the box view menu select View then click on BoxView. The following form will appear:



The image shows a 'Box View' dialog box with a blue title bar and a close button. It contains three dropdown menus for 'Top Left', 'Top Right', and 'Main'. The 'Top Left' dropdown is set to 'Box Num', 'Top Right' to 'Box Code', and 'Main' to 'Box Name'. The 'Main' dropdown is open, showing a list with 'Box Name' selected, followed by 'Box Code' and 'Box Num'. To the right of the dropdowns is a preview area showing the layout of the box labels: '<Box Num>' and '<Box Code>' in the top row, and '<Box Name>' in the bottom row. At the bottom right are 'Ok' and 'Cancel' buttons.

| Section | Selected Item | Preview |
|-----------|---------------|--|
| Top Left | Box Num | <Box Num> <Box Code> <Box Name> |
| Top Right | Box Code | |
| Main | Box Name | |

Buttons: Ok, Cancel

Simply select the information that you would like to display on the Top Left, Top Right and Main window of the boxes via the drop down menus.

6.4 Root box

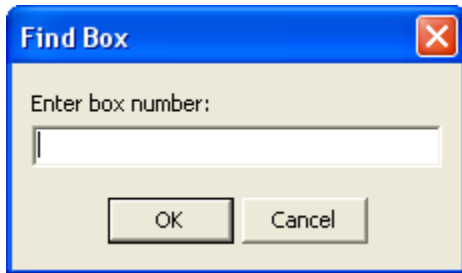
6.4.1 Location of the root

The root box is the centre of the bowtie and is indicated by a small line in the top left corner of the box. All other boxes branch off from this box. The Root box cannot be deleted (but it can be edited to change its name and properties).

In order to locate this box in the Boxes Workspace, click on the root button in the Navigate toolbar.

6.4.2 Locating other boxes using the root button

Holding down Ctrl when clicking on the Root button in the toolbar provides a Find Box dialogue if you know the box number



When the box number is entered then box of that number will appear in the centre of the Boxes workspace. If the box is not visible in the current view go to Collapsing and Expanding boxes

6.4.3 Setting the root

The user is able to set any box in the bowtie as the root box. Right click on the box you wish to set and click on Make Root.

6.5 Dragging and scrolling the Storybuild

By holding the shift key down and left mouse button, dragging the StoryBuild image is possible using the hand cursor to bring different parts into view. Normal scrolling with the scroll bars can also be used to move the Storybuild.

6.6 Painter tool



Located on the formatting toolbar the painter tool allows the property of a box to be applied to other boxes.

- 1) Make sure the Fixed or Move mode is selected
- 2) Click the painter tool button and click on the box which has the properties to be copied
- 3) Ctrl click on the box or boxes to which the properties are to be applied. NOTE: If only the box code is to be copied hold down Ctrl and Alt then Click

6.7 Copying images into a document

To copy a part or all of a storybuild see [6.1.5 Copying and pasting a box](#) and [6.1.1 Copying and pasting multiple boxes](#)
This operation is available in Fixed, Move or Link mode.

6.8 Background menu

Right mouse click on the background of the Boxes Workspace to open up the background menu:

Copy - Copy takes a graphical snapshot of the boxes workspace and copies it to the Windows Clipboard for use by graphics programs such as Microsoft Paint or pasting into MS Word.

Export to Text File - Export to file takes a representation of the current workspace, producing a text file of the information about the paths. The txt file can be opened in excel. NOTE: This function is also available in the drop-down Export menu. A direct export to MS Excel is available from the Statistics screen

Edit Notes - Opens the Storybuild file [note](#) dialogue box for users to keep notes on the Storybuilds

Delete Notes - Delete the Storybuild file notes.

6.9 Box linking

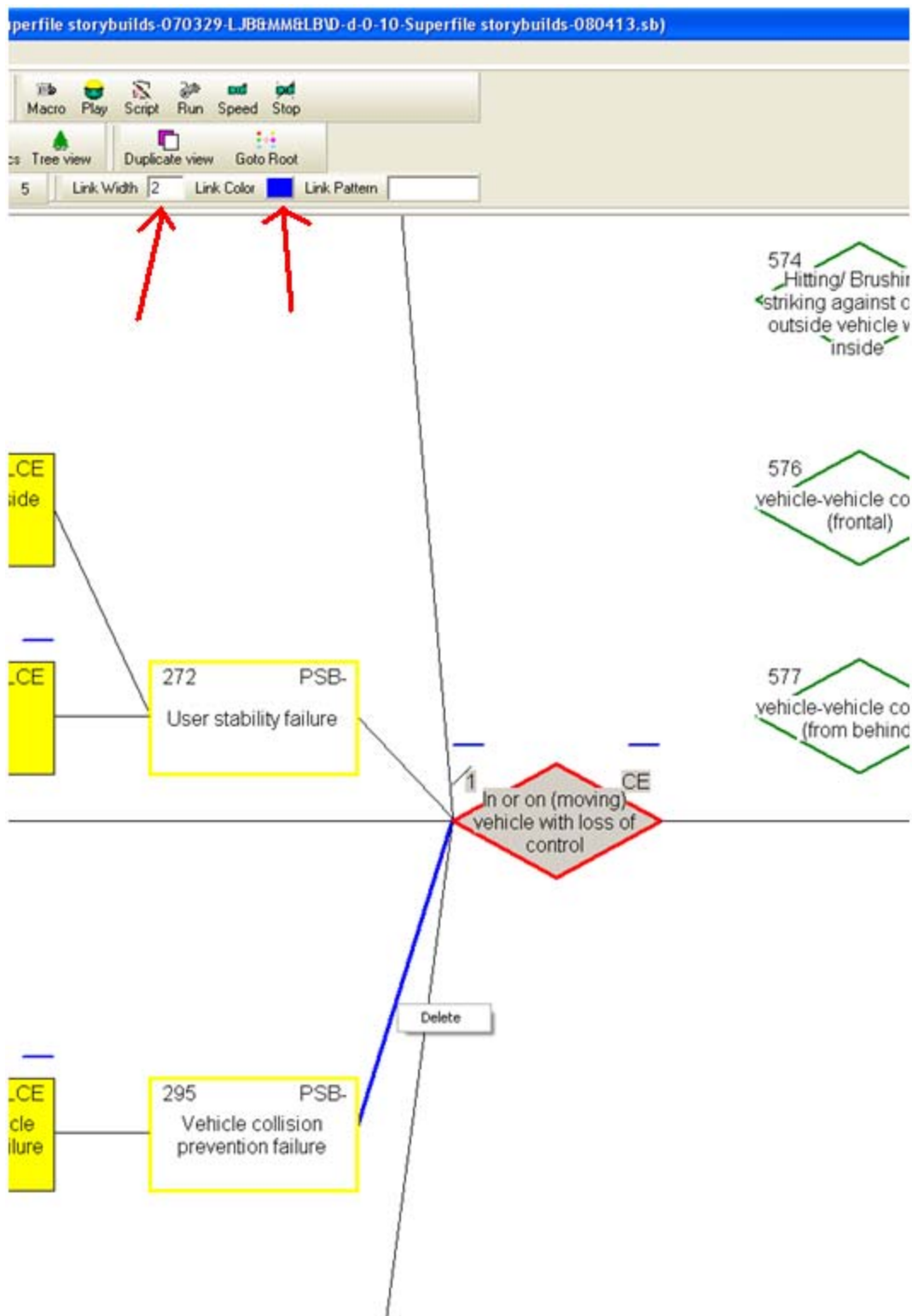
StoryBuild boxes can be linked to represent relationships when these lines are not produced automatically in the parent child structure,.

Links are created in a similar way to drag and drop operations. To draw a link between boxes, ensure that StoryBuild is in Link mode, select the start box of the link by clicking the left mouse button (keeping it depressed), move to the target box and then release the button. In the following example box 295 is linked to box 1.

Properties of link lines can be set and modified (see 6.9.1 Box Link line properties).

Box links can be deleted by selecting the link line, right clicking the mouse button and selecting delete.

(See also 6.9.2 Show Linked Boxes)



6.9.1 Box Link line properties

Properties of links lines (width and colour) can be set prior to creation by clicking the **Link width and link colour** buttons (see figure above)

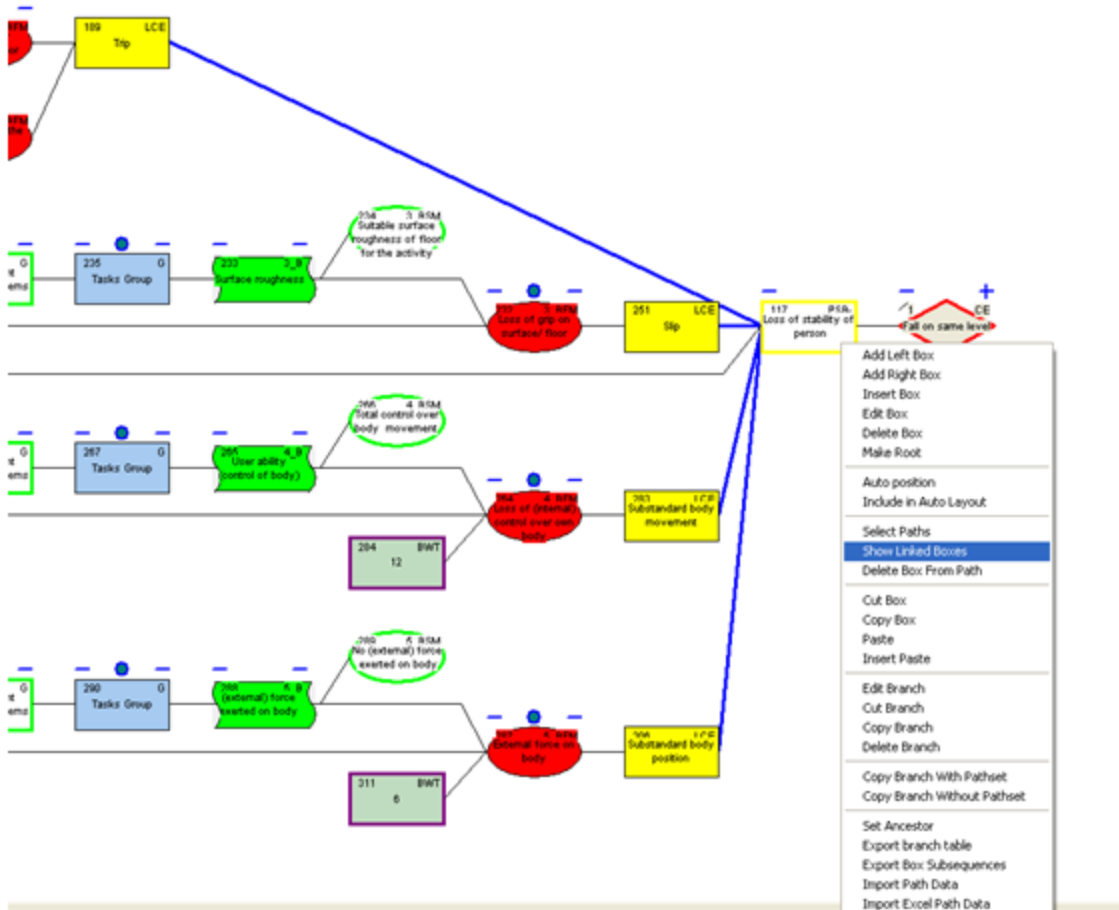
To modify a link line property in Fixed Mode select the required line property and press ctrl left-mouse click on the target link line. (Left-mouse clicking on other link lines in this manner, will apply the current set property).

This operation is available in Link mode.

6.9.2 Show Linked Boxes

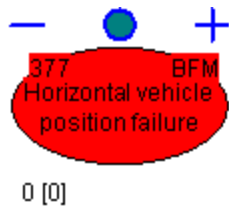
Expands and shows all boxes linked to current box

In the following example, box 117 has been expanded by selecting the Show Linked Boxes from the box menu.



6.10 Collapsing and expanding boxes

The + and - signs on the boxes indicate that the box can be expanded (+) into the child branches or collapsed (-) into the parent box by clicking on them. Clicking on + expands the box and clicking on - collapses it. A box can have branches on either side.

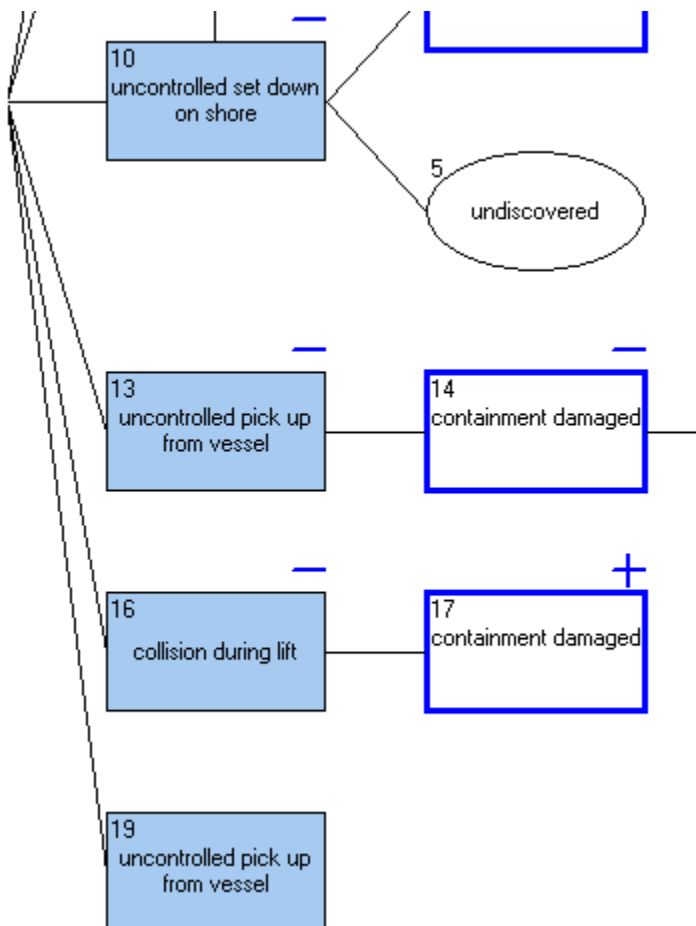


Holding down the CTRL key when collapsing (-) will result in all the generations of the parent box being collapsed, such that when the parent is expanded it will do so generation by generation.

If the CTRL is held down when expanding (+) the child branches will be expanded for all generations.

Tip: Using CTRL (-) for each side of the root box will totally collapse the structure and then enable the structure to be neatly opened generation by generation as each (+) is clicked.

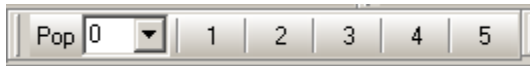
Using CTRL (+) for each side of the root box will completely expand the structure to show all generations.



Collapsing and expanding boxes can also be done with pop-ups.

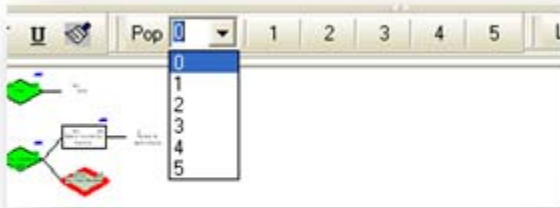
7.1 Making pop-ups

1.1 What are popups?



Popup boxes are boxes that can be hidden when not needed. This can be useful when structures are very big and children of a box which are not interesting for the key structural elements can be hidden away until needed.

Pop-up numbers are assigned to boxes using the drop down menu



Assigning a pop-up number

A box can be assigned a popup number from 1-5. Non-popups have the value 0:

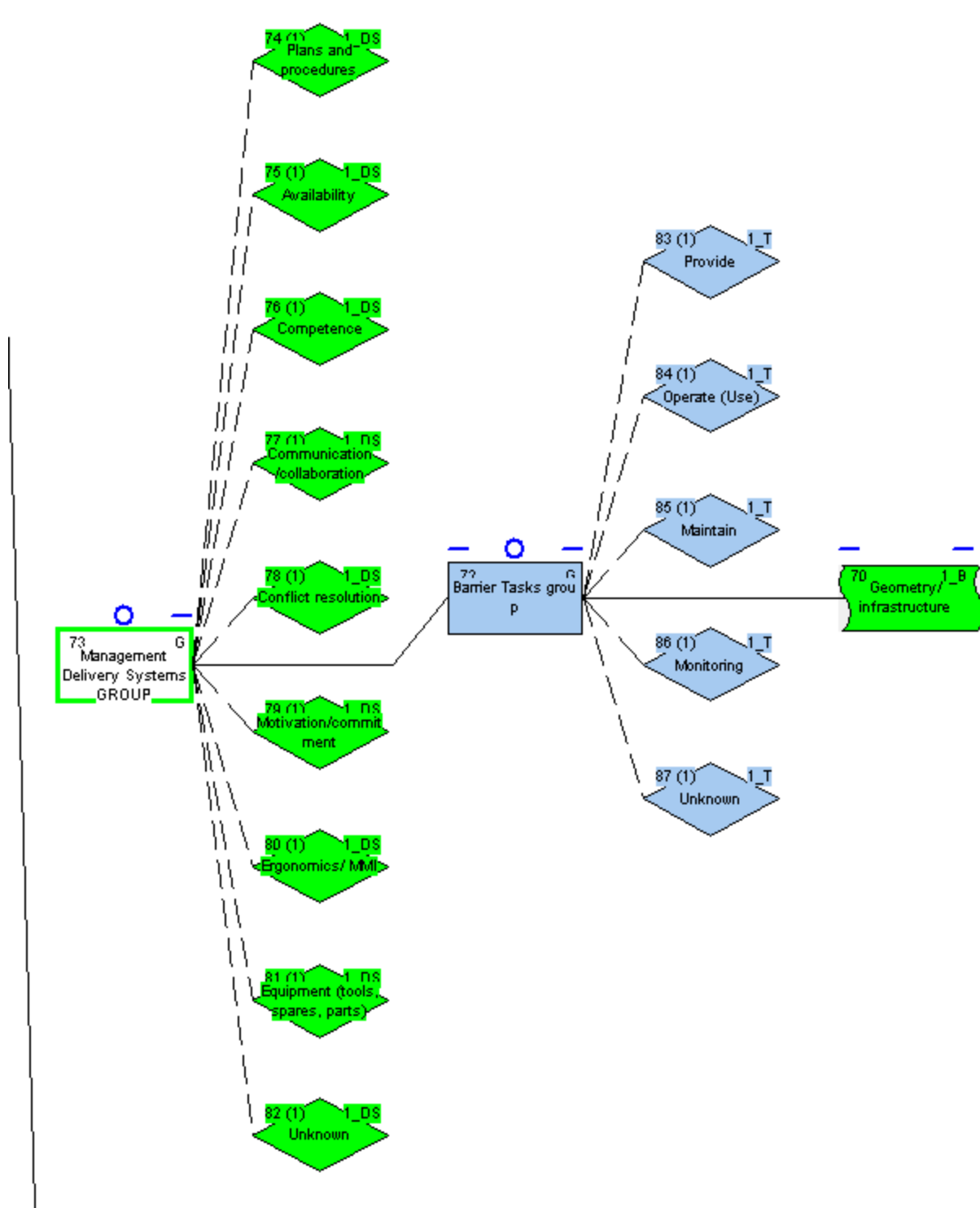
1. Pick a number from the drop down menu
2. Click on the Pop button. It will turn blue
3. Click on a box. It will be assigned that pop-up number (or none if 0 is chosen to undo earlier pop-ups)
4. To deselect the pop-up assigning option click the Pop button again and the colour will revery to normal.

It is possible to make all Popups of a given number class hidden or visible using the toolbar or view menus.

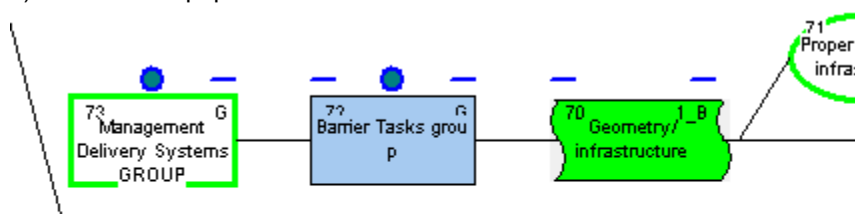
See [4.9 PopUp Option Toolbar](#) and [3.6 View Menu](#).

Below is an illustration of a box

a) with Popup boxes showing:



b) with the Popups hidden:



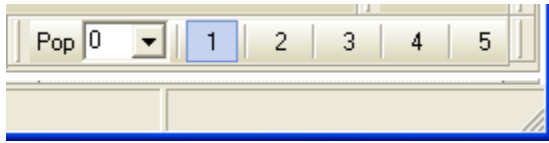
There are five classes of popups numbered 1 to 5 (with normal boxes numbered 0). If a box has any popups that are not currently visible, a filled in circle will appear above it (see b).

In order to make the popups visible, ensure that the left or right branch (as appropriate) of the box is expanded and click on

the circle. The circle will become hollow and all popups for that box will be displayed. These will be linked to the parent box with a dotted line; a number indicating the popup class will appear in the top left. (see a.)

Thus, by choosing 'Popup 1', all Popup 1 boxes will become visible(assuming the relevant branch is expanded). Choosing the menu item will make popup 1 boxes revert to their normal behaviour.

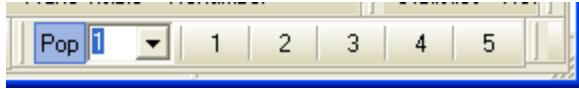
When a popup type is selected the button turns blue. Click on it again to deselect (pop back) the boxes.



7.2 Changing pop-ups

There are two ways of changing the popup type of a box. The first is by changing it in the usual edit dialogue. (See Editing a Box.)

The second way is designed for changing large numbers of boxes. To do this, click on the pop button in the toolbar so that it appears depressed (blue). Set the corresponding number in the drop down box next to it to the popup type you want.



Then click on the boxes you want changed. When you are finished, click on the pop button again.

8.1 Getting tree view

Select Object Tree View from the Forms Toolbar or the View Menu

A window appears on the right hand side. The width can be increased by dragging the divider. The window can also be decoupled from the main window (see [8.2 Tree view menu and data export](#)).

Three views are offered - Graph View, Code View and Numberless code view.

PURPOSE:

Object tree view displays the number of accident [and victims] and as a percentage of the total number of paths selected. See [8.2 Tree view menu and data export](#) to find out about refreshing the data to match the selection.

It will export these data for the expanded parts of the tree to MS Word or Excel

Double clicking on a tree branch makes the graph jump to the box (or the place where it would be if the structure were to be opened)

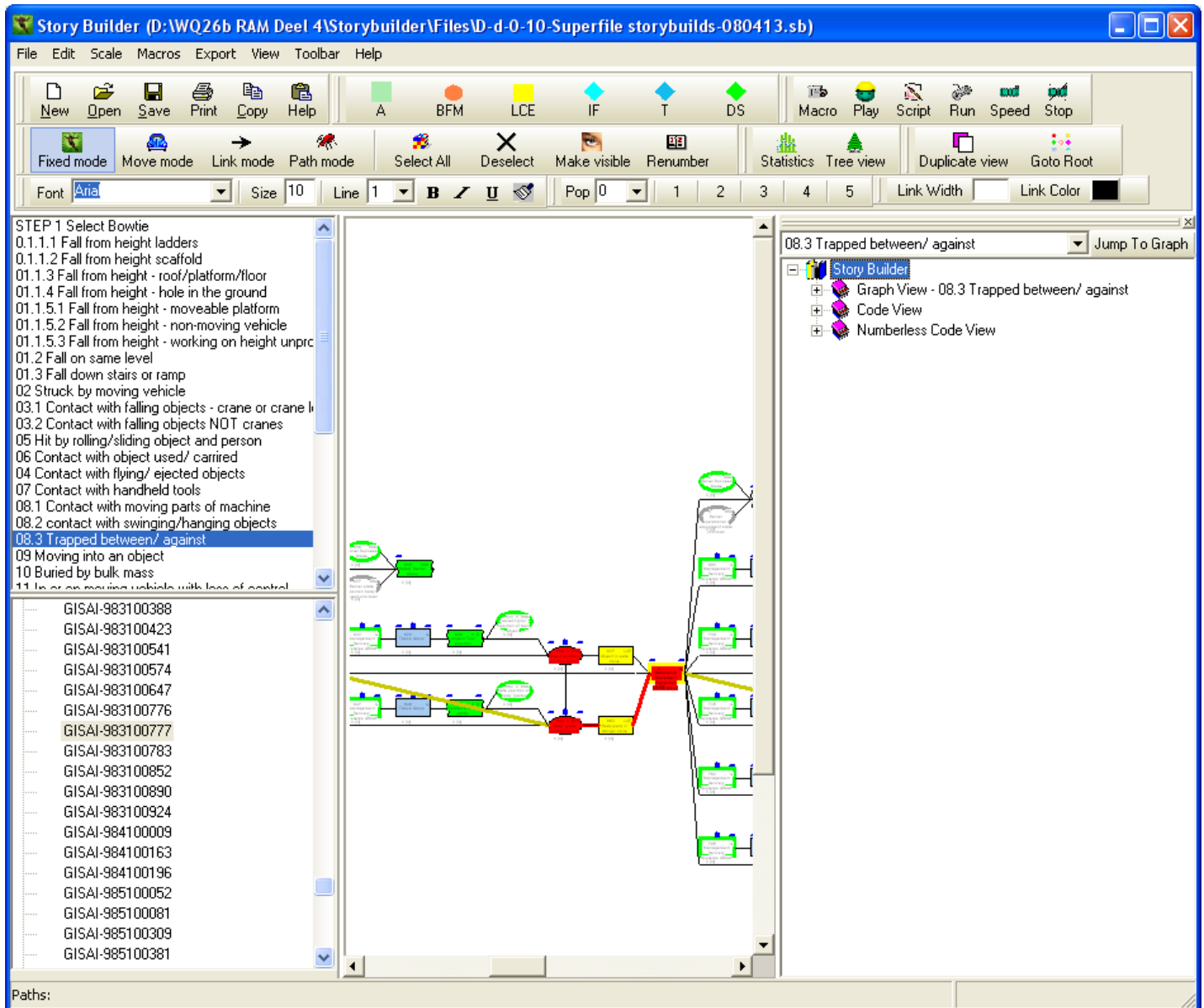
VIEWS

Graph view - Presents all the boxes as a tree in the form of the Storybuild structure

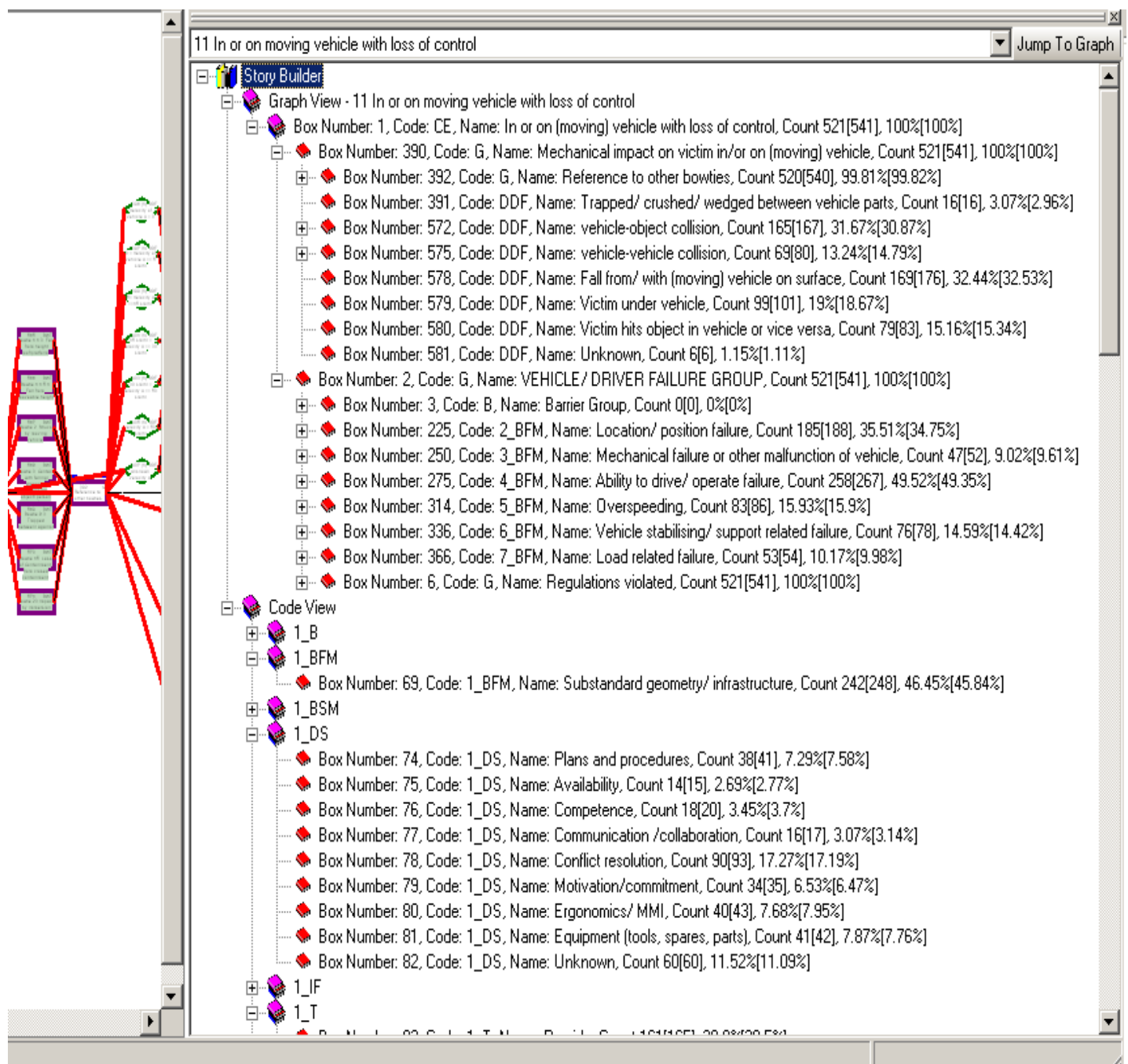
Code View - Groups the boxes with the same code, then presents them beginning with the first number or letter.

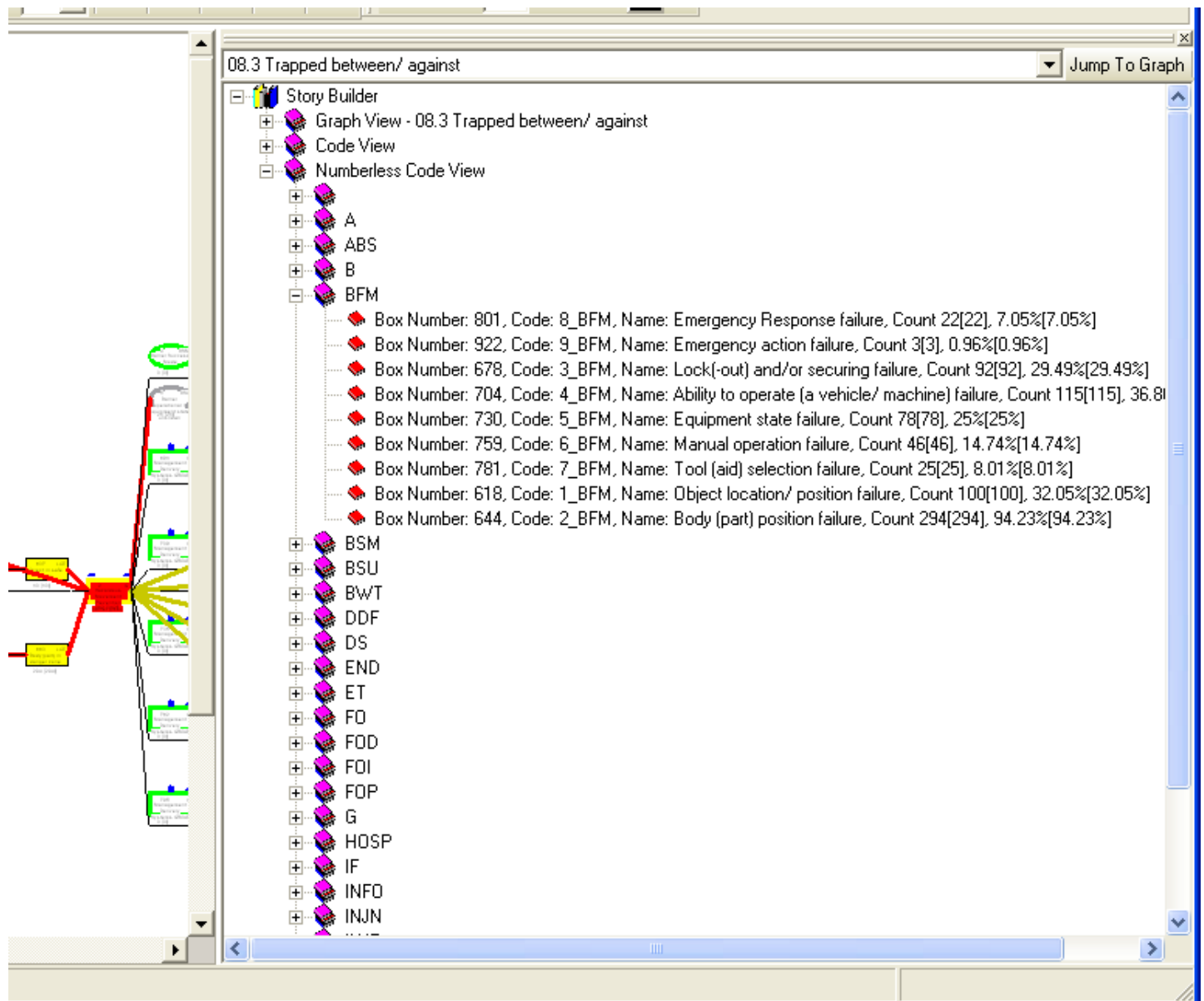
Advantage over numberless code - all the codes beginning with the same number appear together in sequence. - [See 14 Box codes](#).

Numberless view - Ignores any numbers in the code then groups and presents groups alphabetically. This is handy for showing groups of items with common letter codes e.g. all BFM's appear together. - [See 14 Box codes](#).



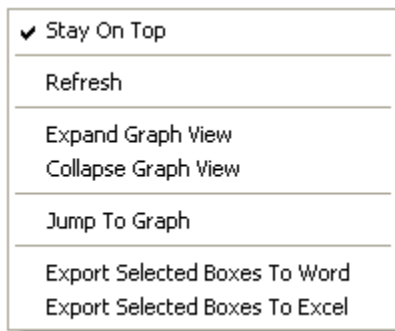
These views can be expanded and collapsed.





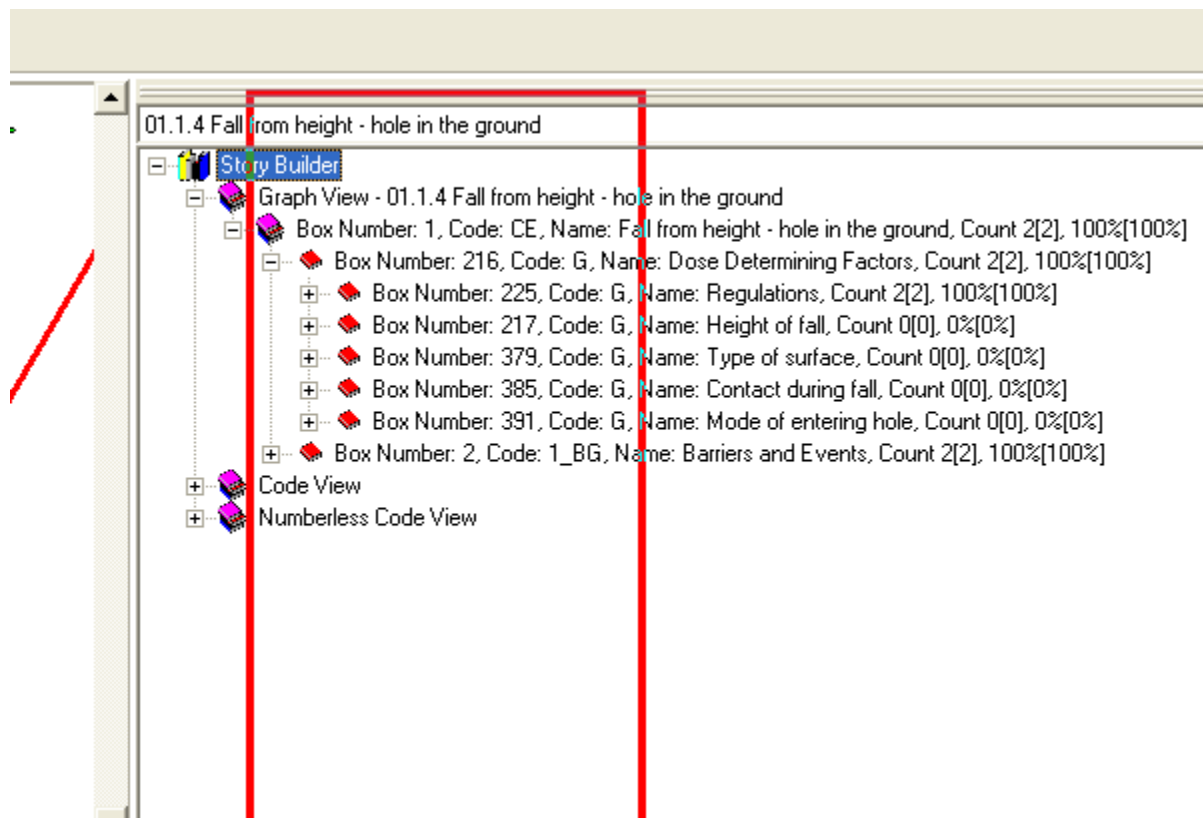
8.2 Tree view menu and data export

Right clicking within the Object Tree View frame provides the Object Tree View Menu

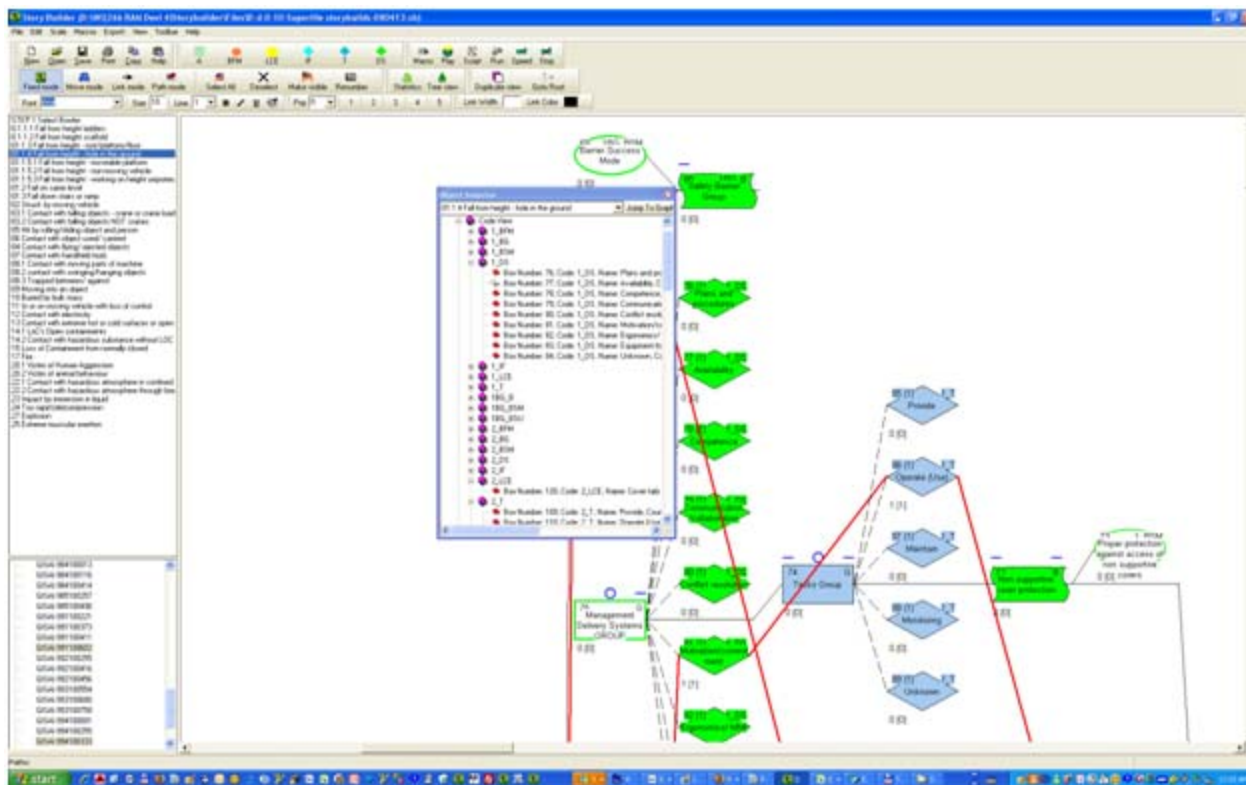


The menu has the following options:

Stay on top - when the tree view window is decoupled from the main window it stays on top if this is selected. To decouple it click on the top of the frame and a red frame will appear. Drag to a new location.



Relocated tree view (drag to where you want it):



Refresh - IMPORTANT for showing current data. Updates the data in the tree to match the current paths selection. The percentage is expressed as the percentage of the number of paths selected

Expand graph view - Fully expands the current graph

Collapse graph view - Fully collapse the current graph

Jump to graph - When a tree branch is selected, jumps to relevant part of the Storybuild. This can also be achieved by double clicking on a branch.

Export selected boxes to MS Word - With paths selected and the tree view refreshed the data on opened branches will be exported to MS Word. Opening up selected branches defines the data that will appear in a table

Export selected boxes to MS Excel - With paths selected and the tree view refreshed the data on opened branches will be exported to MS Excel. Opening up selected branches defines the data that will appear in the sheet

0.1.1.1 Fall from height ladders

Jump To Graph

Code View

- 1_B
 - 1_BFM
 - Box Number: 114, Code: 1_BFM, Name: Substandard condition or type of equipment, Count 244[245], 22.8%[22.81%]
 - 1_BSM
 - 1_DS
 - 1_IF
 - 1_T
 - 2_B
 - 2_BFM
 - Box Number: 138, Code: 2_BFM, Name: Wrong placement of equipment, Count 512[513], 47.85%[47.77%]
 - 2_BSM
 - 2_DS
 - 2_IF
 - 2_T
 - 3_B
 - 3_BFM
 - Box Number: 160, Code: 3_BFM, Name: Wrong location of ladder, Count 42[45], 3.93%[4.19%]
 - 3_BSM
 - 3_DS
 - 3_IF
 - 3_T
 - 4_B
 - 4_BFM
 - Box Number: 186, Code: 4_BFM, Name: Substandard surface/ support, Count 43[43], 4.02%[4%]
 - 4_BSM
 - 4_DS
 - 4_T
 - 5_B
 - 5_BFM
 - Box Number: 207, Code: 5_BFM, Name: Substandard position of person on equipment, Count 94[94], 8.79%[8.75%]
 - 5_BSM
 - 5_DS
 - 5_T
 - 6_B
 - 6_BFM
 - Box Number: 227, Code: 6_BFM, Name: Substandard condition/ fitness of person, Count 20[20], 1.87%[1.86%]
 - 6_BSM
 - 6_DS
 - 6_T
 - 7_B
 - 7_BFM
 - Box Number: 248, Code: 7_BFM, Name: Loss of control over body movement, Count 369[370], 34.49%[34.45%]
 - 7_BSM
 - 7_DS
 - 7_IF
 - 7_T
 - 8_B
 - 8_BFM
 - Box Number: 77, Code: 8_BFM, Name: No or inadequate use of fall arrestors or safety nets, Count 19[19], 1.78%[1.77%]
 - 8_BSM
 - 8_BSU
 - 8_IF
 - 8_T
 - 9_B
 - 9_BFM
 - Box Number: 73, Code: 9_BFM, Name: No (adequate) emergency response, Count 36[36], 3.36%[3.35%]
 - 9_BSM
 - A
 - ABS

The export from Tree View where the BFM codes were opened is shown below . Data is shown exported to MS Word.

Story Builder - Selected Boxes Info From Object TreeView

| Box Number | Code | Name | Count Paths | Count Victims | % Paths | % Victims |
|------------|-------|---|-------------|---------------|---------|-----------|
| 114 | 1_BFM | Substandard condition or type of equipment | 244 | 245 | 22.8% | 22.81% |
| 138 | 2_BFM | Wrong placement of equipment | 512 | 513 | 47.85% | 47.77% |
| 160 | 3_BFM | Wrong location of ladder | 42 | 45 | 3.93% | 4.19% |
| 186 | 4_BFM | Substandard surface/support | 43 | 43 | 4.02% | 4% |
| 207 | 5_BFM | Substandard position of person on equipment | 94 | 94 | 8.79% | 8.75% |
| 227 | 6_BFM | Substandard condition/fitness of person | 20 | 20 | 1.87% | 1.86% |
| 248 | 7_BFM | Loss of control over body movement | 369 | 370 | 34.49% | 34.45% |
| 77 | 8_BFM | No or inadequate use of fall arrestors or safety nets | 19 | 19 | 1.78% | 1.77% |
| 73 | 9_BFM | No (adequate) emergency response | 36 | 36 | 3.36% | 3.35% |

8.3 Navigating with tree view

Jumping to a box

Double clicking on a branch in tree view takes the user to the box in the Storybuild *provided it is visible*.

If the box is not visible (white space)

1. Try using the Make Visible button - this works only if paths have been selected which go through the box. See [4.1 Standard Toolbar](#).

OR

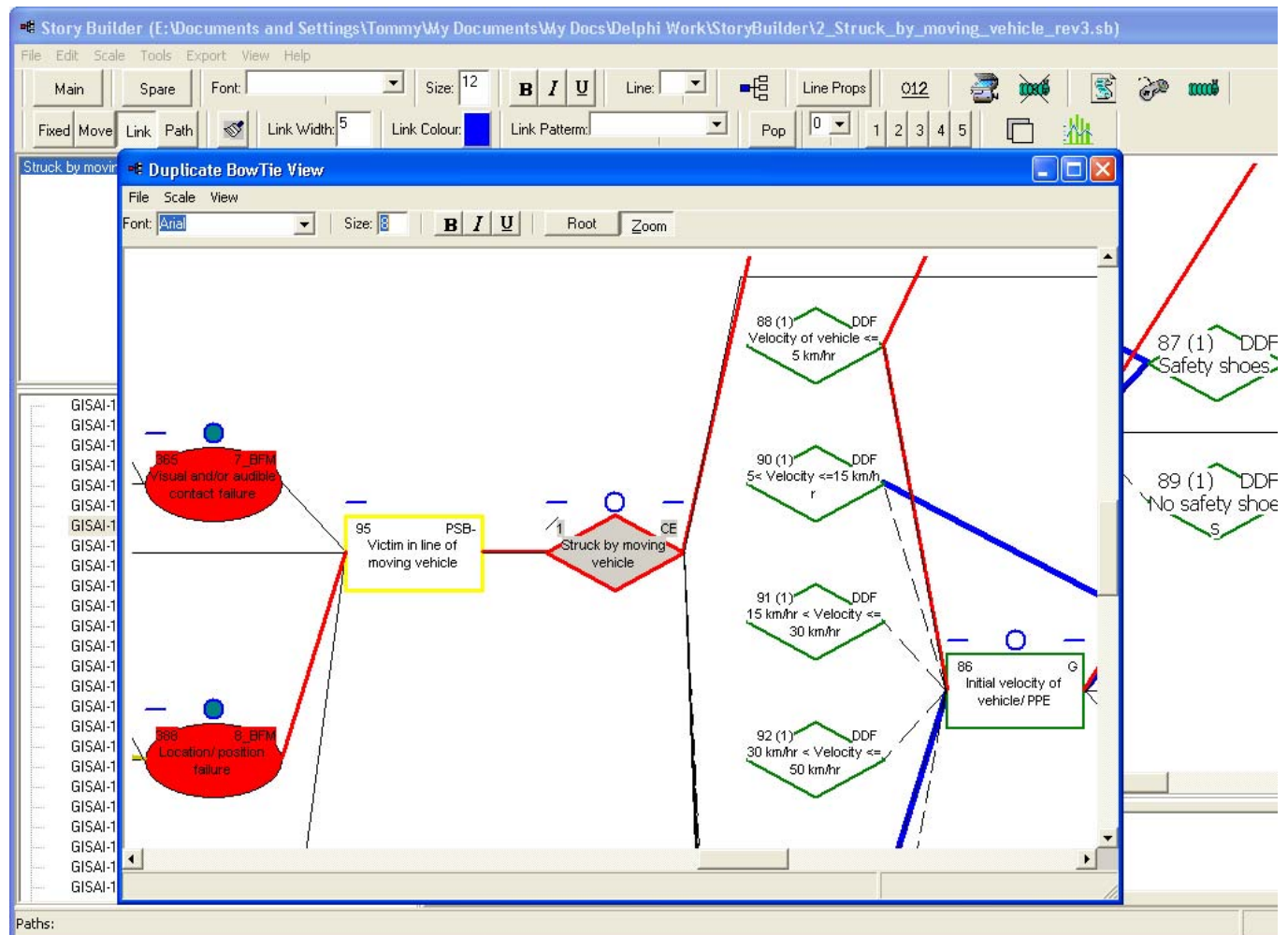
2. Click on Goto Root (see [Navigate Toolbar](#)) and collapse the left and right branches. Then hold down Ctrl when opening the branches. This opens up the branches totally. See [6.10 Collapsing and Expanding boxes](#).

9.1 Using the duplicate window as a navigator

The Duplicate Window functionality in StoryBuilders allows the user to view the workspace in another window to help with manoeuvring around the Storybuild. Any changes within the Duplicate Window will not affect actual data. To open the Duplicate Window, click on the Duplicate View button on the Toolbar.

The Duplicate View toolbar allows the user to view the Storybuild in various formats including fonts, scale and size. The Root button will bring the root box into centre view.

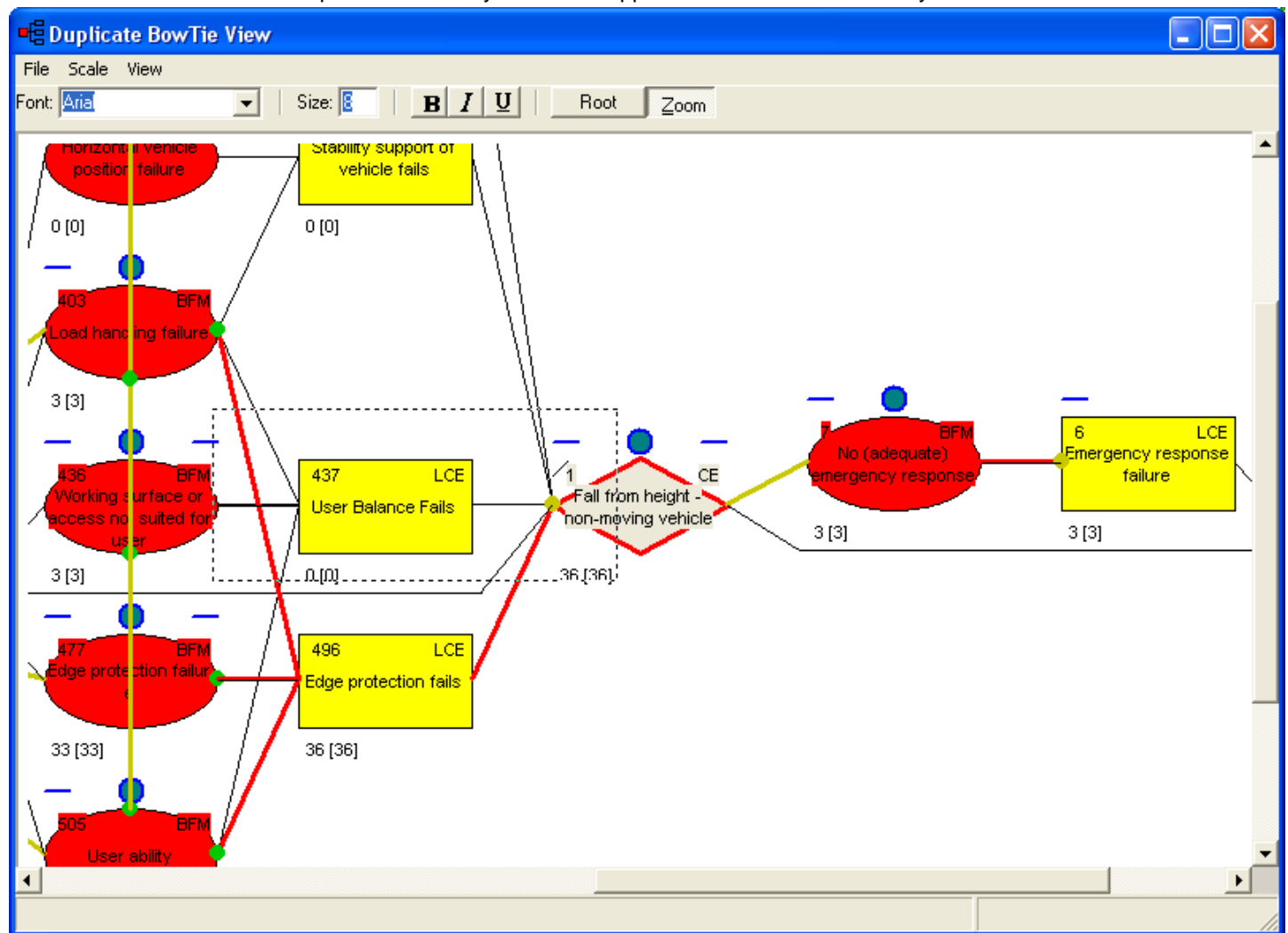
The Zoom function allows the user to zoom in on an area in the main window. See Zoom



9.2 Zoom

StoryBuilder has a zoom functionality in the Duplicate Window.

With the 'Zoom' Toggle button down you can click and drag an area on the Duplicate window which you would like to zoom in on in the main Boxes workspace of the Storybuild. This appears as an area bounded by a dotted line.



The area selected will fill the workspace window as soon as the click and drag is released.

Story Builder (D:\WQ18 WORM Meta\WP05 Storybuilder\User Manual\D-d-0-9x-Superfile storybuilds-080117-MM&LB\D-d-0-9x-Superfile storybuilds-080117...

File Edit Scale Macros Export View Toolbar Help

New Open Save Print Undo Copy Help A BFM LCE IF T DS Macro Play Script Run Speed Stop

Fixed mode Move mode Link mode Path mode Select All Deselect Make visible Renumber Statistics Tree view Duplicate view Goto Root

Font Arial Size 10 Line 1 B Pop 1 1 2 3 4 5 Link Width Link Color Link Pattern

STEP 1 Select Bowtie

- 01.1.1 Fall from height ladders
- 01.1.2 Fall from height scaffold
- 01.1.3 Fall from height - roof/platform/floor
- 01.1.4 Fall from height - hole in the ground
- 01.1.5.1 Fall from height - moveable platform
- 01.1.5.2 Fall from height - non-moving vehicle
- 01.1.5.3 Fall from height - working on height unprc
- 01.2 Fall on same level
- 01.3 Fall down stairs or ramp
- 02 Struck by moving vehicle
- 03.1 Contact with falling objects - cranes - 2002 en
- 03.2 Contact with falling objects NOT cranes
- 04 Contact with flying/ ejected objects
- 06 Contact with object used/ carried
- 05 Hit by rolling/sliding object and person
- 07 Contact with handheld tools
- 08.1 Contact with moving parts of machine
- 08.2 contact with swinging/hanging objects
- 08.3 Trapped between/ against
- 09 Moving into an object
- 10 Buried by bulk mass

GISAI-993100802
GISAI-993100897
GISAI-993100921
GISAI-994100130
GISAI-994100264
GISAI-994100321
GISAI-994100357
GISAI-994100388
GISAI-994100522
GISAI-995100011
GISAI-995100017
GISAI-995100092
GISAI-995100115
GISAI-995100192

437 LCE User Balance Fail s

0 [0]

496 LCE

1 Fall fr non-m

36 [36]

Paths: 36,[36]: GISAI-110100501,GISAI-110200105,GISAI-110300308,GISAI-210100456,GISAI-210100467,GISAI-210100499,GISAI-210200225

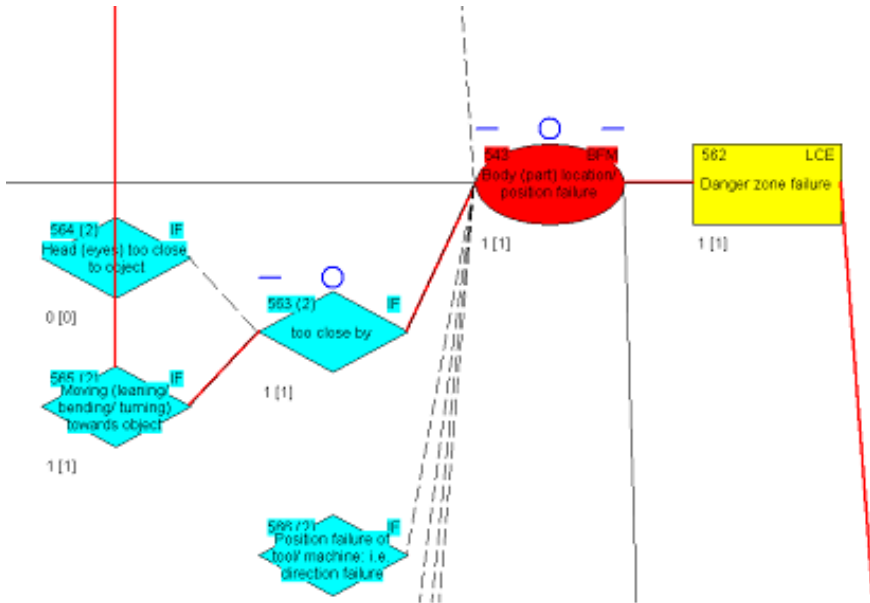
10.1 Path name workspace

Accident scenarios are represented as paths through the structure.

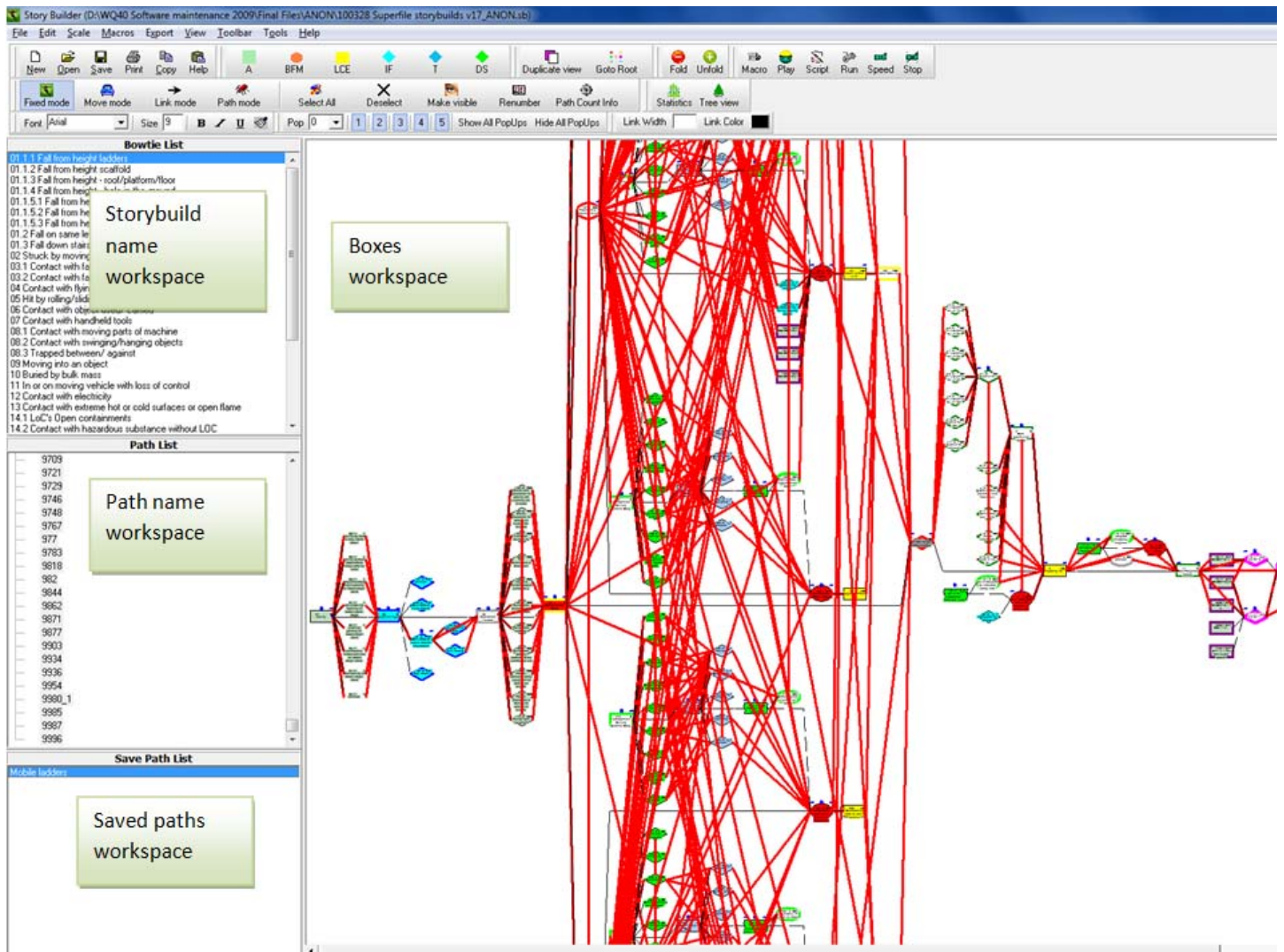
In [Path Mode](#) Paths can be made from one box to the next for representing accident scenarios in the boxes workspace.

The path represents an accident. One victim accidents have one path. Multiple victim accidents have a parent path with children.

To make path names have to first be created in the path name workspace. See [Adding, deleting and renaming paths](#)

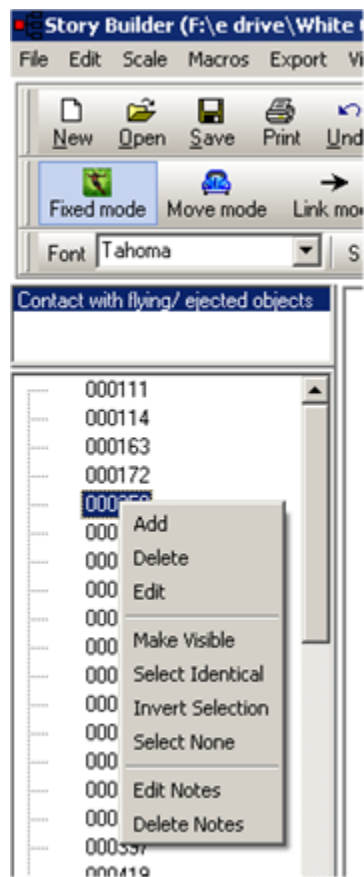


The above figure shows that when a path goes through a box it adds to the [path count](#). This is shown under the box. The number of victims is shown in brackets. In this case there is only one accident and one victim shown/



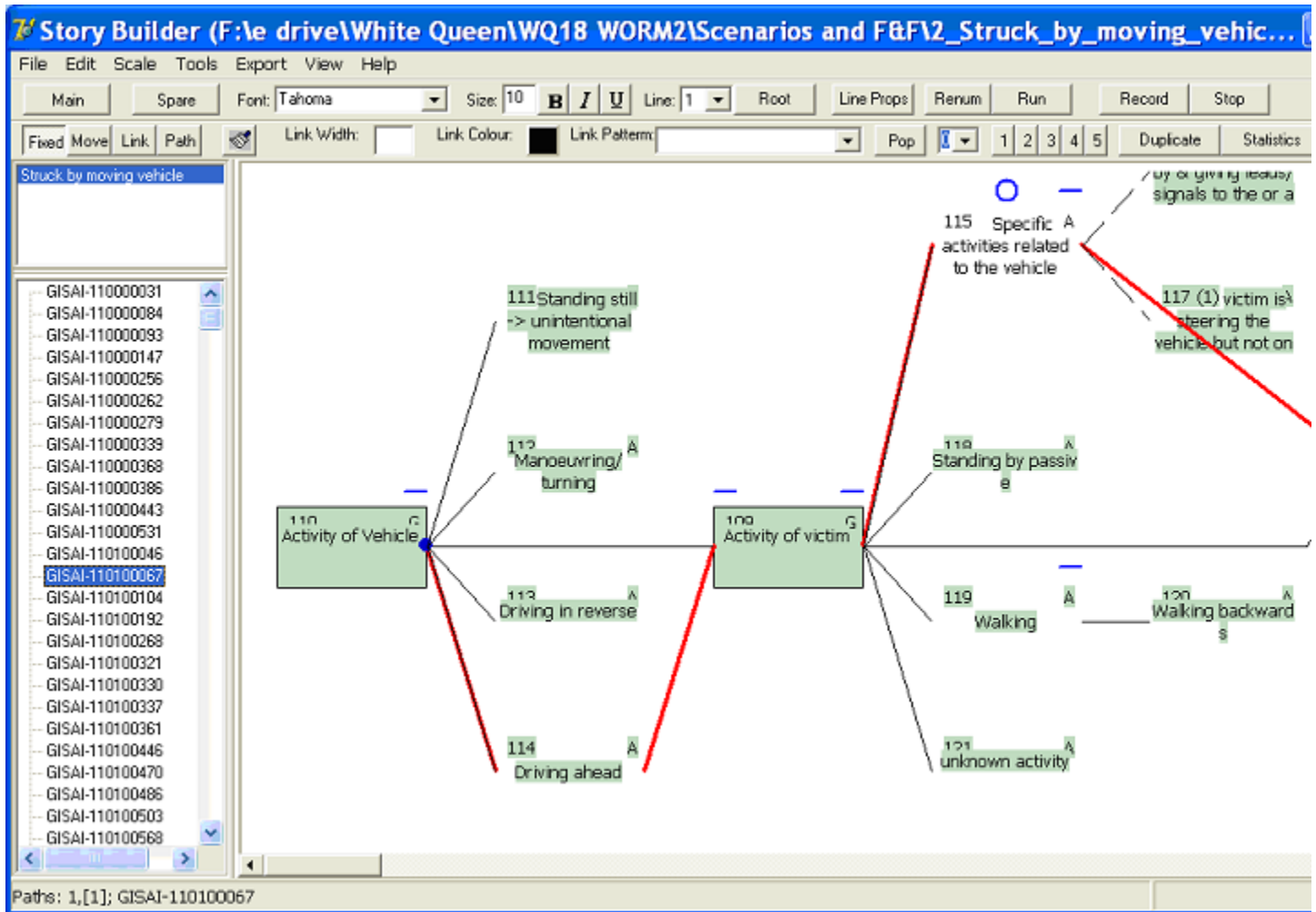
10.2 Paths Menu

To get the menu right click in the Path Name Workspace

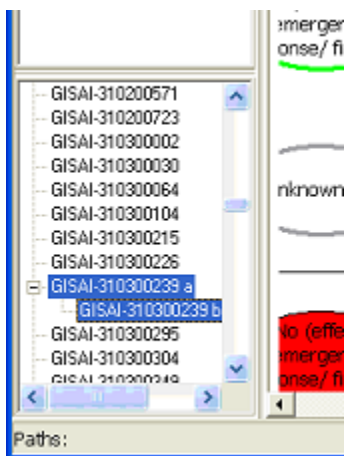


10.3 Paths - Accident scenarios

Paths are routes between several boxes that indicate the sequence of events. They are used to record details of an accident. Paths are indicated by a red line with a small filled blue circle indicating where a path starts. The individual paths are listed in a tree in the lower left frame.

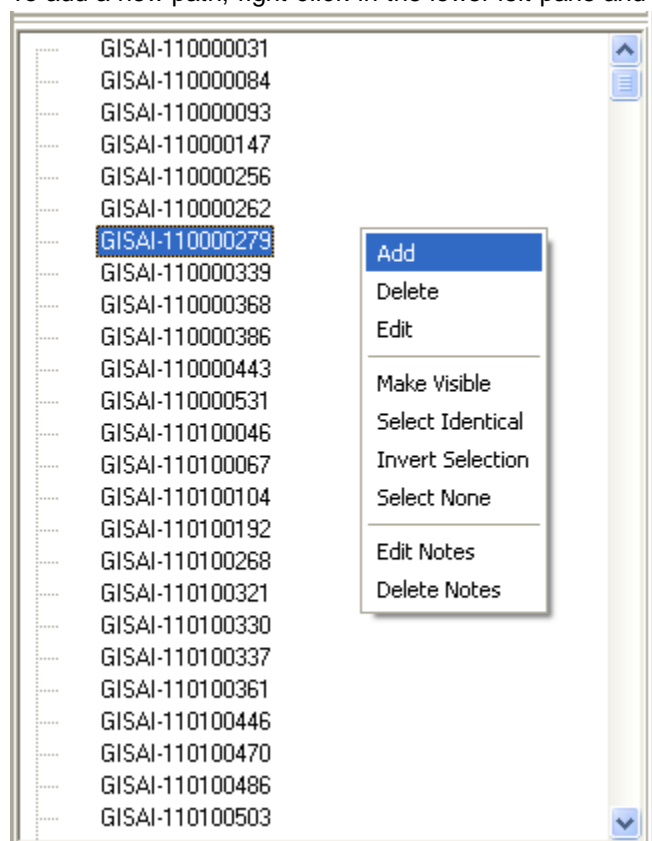


Main paths are listed with any subpaths of a given main path listed as children. Where a path splits into children, the main path would be used to indicate the accident path through the storybuild with subpaths used to indicate branches when there is more than one victim:



10.4 Adding, deleting and renaming paths

To add a new path, right click in the lower left pane and choose add.



You will then be presented with a dialogue asking for the path name and parent:



The name of the path is simply the name that appears in the path area. If the path is a new path then its parent should be set to 'None'. If it is a branch of an existing path (e.g. an accident which has multiple victims) then the parent should be the existing path (e.g. the accident reference).

Similarly to rename a path or change its parent, choose the Edit menu option and to delete a path, choose delete.

10.5 Making and editing paths

Path editing is only available in Path mode. (See Standard toolbar, Modes of Operation.)

To edit a path, select the path you want to edit in the path list. Then do one of the following:

1. To add boxes to a new path or append them to an existing path, left click on the boxes required.
2. To add a box to the start of a path, hold down the ctrl key and click on the required box.
3. To remove a box from a path, right click on the box and choose delete.
4. To insert a box between two boxes of a path, left click on the red line joining the two boxes and drag it over to the box that is to be inserted.

10.6 Multiple path edit

Multiple Path editing is only available in Fixed mode. (See [Standard Toolbar](#).)

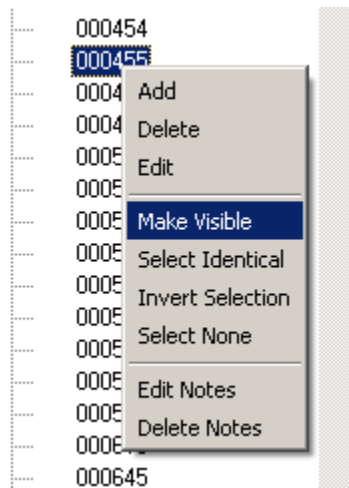
Multiple Path edit allows you to edit the ordering of a path or number of paths passing through a box by dragging the cursor from a box with the selected path or paths to another box. The effect will be to add all the selected paths in the new box

To edit a path or paths, select the path or paths in the path list or from the right click Box Menu using Select Paths . Identify which boxes in the path you wish to edit then do one of the following:

1. To include a box before the selected box in the path hold down Alt and drag the cursor from the selected box onto the other box.
2. To include a new box after the selected box in the path hold down Alt+Shift and drag the cursor from the selected box onto the other box.

10.7 Make path visible

To make all the boxes associated with a path visible, right click on the path in the path list in the Path Name Workspace and select Make Visible from the menu



or use the Make Visible button in the Standard toolbar .

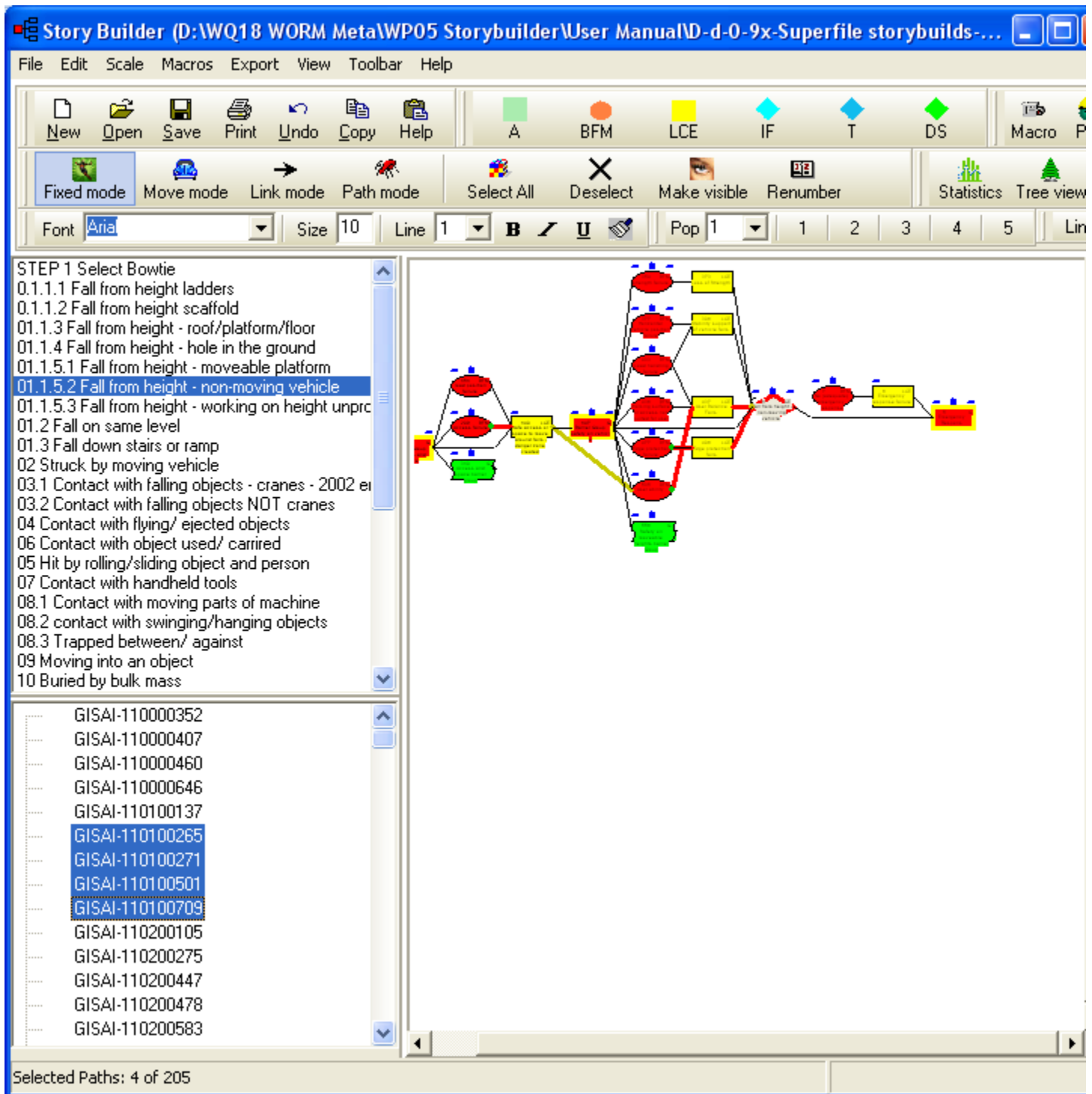
NOTE: Paths might still not be visible if there are Popups not activated

10.8 Selecting paths

In any mode other than Path Mode all selected paths will be shown in the Storybuild

Paths can be selected by a variety of means:

1. On the [Standard toolbar](#) (see 4.1.2 Path select: 3 buttons) all paths can be selected in one go, or deselected in one go.
2. Individual paths can be selected by clicking on the path list. Multiple paths may be selected from the path list using the Shift and Ctrl keys in the usual way



If the cursor is held over the path list the number of selected paths is shown at the bottom (4 of 205 paths in this case)

3. By right clicking on the path list and choosing 'Invert Selection', you can choose all the unselected paths and unselected the previously selected paths.
4. By right clicking on the path list and choosing 'Select Identical', you can select all paths that are identical to a given path.

5. By going to the view menu and choosing the Path Search items. See Path Search.

6. If you wish to select all the paths that go through a particular box, right click on the desired box and click on 'Select Paths' in the menu.

7. When the cursor is over a box and the shift key is held down then the information is displayed for all paths passing through the box as opposed to only the selected ones.

8. To select all paths that are the same(i.e. go through the same sequence of boxes) as a given path, right click on the path in the path list and choose Select Identical.

Deselect:

To deselect paths use the deselect button on the toolbar

10.9 Path counts

For selected paths, in the main drop down menu View, select Path Count Info. This displays the path/accident frequencies and number of children [victims] beneath the boxes in the boxes workspace.

If the cursor is held over the box the names of the paths are shown along the bottom left of the screen as shown below

Story Builder (D:\WQ18 WORM MetaWP05 Storybuilder\User Manual\D-d-0-9x-Superfile storybuilds-080117-MM)

File Edit Scale Macros Export View Toolbar Help

New Open Save Print Undo Copy Help A BFM LCE IF T DS Macro P

Fixed mode Move mode Link mode Path mode Select All Deselect Make visible Renumber Statistics Tree view

Font Arial Size 9 Line 1 B U Pop 1 1 2 3 4 5 Lin

STEP 1 Select Bowtie

- 0.1.1.1 Fall from height ladders
- 0.1.1.2 Fall from height scaffold
- 01.1.3 Fall from height - roof/platform/floor
- 01.1.4 Fall from height - hole in the ground
- 01.1.5.1 Fall from height - moveable platform
- 01.1.5.2 Fall from height - non-moving vehicle
- 01.1.5.3 Fall from height - working on height unprc
- 01.2 Fall on same level
- 01.3 Fall down stairs or ramp
- 02 Struck by moving vehicle
- 03.1 Contact with falling objects - cranes - 2002 ei
- 03.2 Contact with falling objects NOT cranes
- 04 Contact with flying/ ejected objects
- 06 Contact with object used/ carried
- 05 Hit by rolling/sliding object and person
- 07 Contact with handheld tools
- 08.1 Contact with moving parts of machine
- 08.2 contact with swinging/hanging objects
- 08.3 Trapped between/ against
- 09 Moving into an object
- 10 Buried by bulk mass
- 11 In or on moving vehicle with loss of control
- 12 Contact with electricity
- 13 Contact with extreme hot or cold surfaces or op
- 14.1 LoC's Open containments
- 14.2 Contact with hazardous substance without LI
- 15 Loss of Containment from normally closed
- 17 Fire

GISAI-994100357
GISAI-994100388
GISAI-994100522
GISAI-995100011
GISAI-995100017
GISAI-995100092
GISAI-995100115
GISAI-995100192
GISAI-995100208
GISAI-995100279
GISAI-995100501
GISAI-996100072
GISAI-996100441
GISAI-996100480

strength failure

2 [2]

377 BFM

Horizontal vehicle position failure

1 [1]

403 BFM

Load handling failure

21 [21]

Paths: 21, [21]; GISAI-110300365, GISAI-210200040, GISAI-210300398, GISAI-310200549, GISAI-310200608, GISAI-310300447, GI

10.10 Paths in front

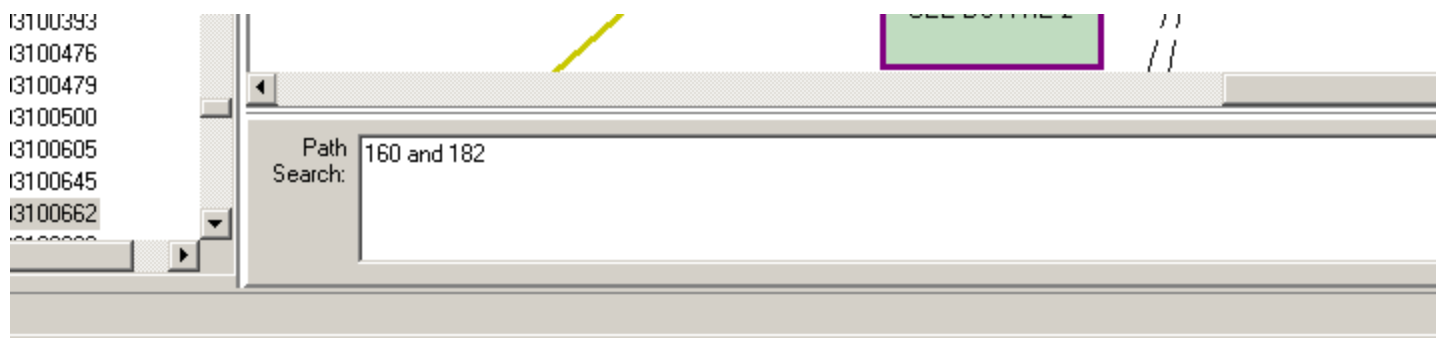
This option enables the user to either view the paths in front of the boxes or behind the boxes. To set the path view to front click on View>Paths in Front to check it. To set the path behind the boxes simply uncheck the option.

See [View menu](#)

10.11 Path search

It is possible to select paths that satisfy a certain condition. To do this, ensure the path selecting panel is visible (if it is not, go to the [View menu](#) and choose Path Search). Queries can be built by typing in box numbers and keyword or by clicking on boxes with keywords selected.

When a query has been set up click on the Select button. This will select all the paths according to the query



The table below shows the search keywords available to the user:

- And** - paths that satisfy all the entered box numbers
- Or** - paths that satisfy either of the two or more box numbers
- Not** - paths that does not contain the searched box numbers
- Before** - paths that goes through before the searched box number
- After** - paths that goes through after the searched box number
- iBefore** - paths that goes through immediately before the box number
- iAfter** - paths that goes through immediately after the box number

Examples of possible queries are:

- 30** - all paths that go through box 30.
- 20 and 56** - all paths that go through boxes 20 AND 56.
- 20 or 56** - all paths that go through boxes 20 or 56 (or both)
- 20 and not 56** - all paths that go through box 20 but not box 56
- 10 Before 20** - all paths that go through box 10 before box 20 (i.e. all paths going through 10 then 20 will be returned regardless of anything boxes in between)
- 6 After 5** - all paths that go through box 6 after box 5 (i.e. all paths going through 5 then 6 will be returned regardless of anything boxes in between)
- 10 iBefore 20** - all paths that go through box 10 immediately before box 20 (i.e. path going through 10 then 20 will be returned but not if its going through 10 then 15 then 20)
- 6 iAfter 5** - all paths that go through box 6 immediately after box 5 (i.e. path going through 5 then 6 will be returned but not if its going through 5 then 8 then 5)

It is possible to build up queries by clicking on boxes. If the 'And' button is selected, when a box is clicked, it will be added as an additional requirement e.g. if, starting with a blank query, the user clicks on boxes 3, 5 and then 8, the resulting query will be '3 and 5 and 8'. Similarly, if the 'Or' button had been selected, '3 or 5 or 8' would have resulted. The user can switch between 'And' and 'Or' as the query is built up.

If the 'Not' button is checked, a 'not' statement is added before each box. Thus to enter '20 and 5 or not 4' the steps would be:

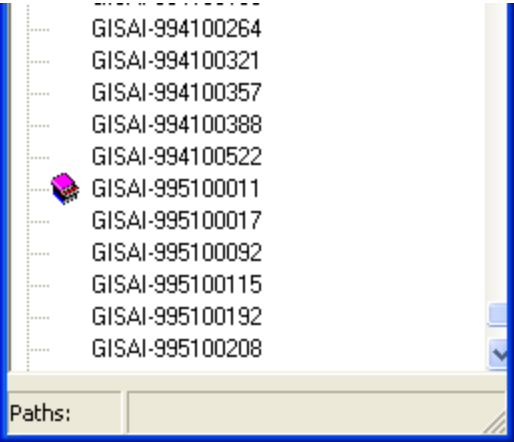
1. Make sure 'And' is selected and 'Not' is unchecked.
2. Click on box 20 followed by box 5.
3. Choose 'Or' and check 'Not'
4. Click on box 4.

The '(...)' button allows the insertion of parentheses into the query. The 'Clear' button clears the current query and the 'Close' button hides the panel.

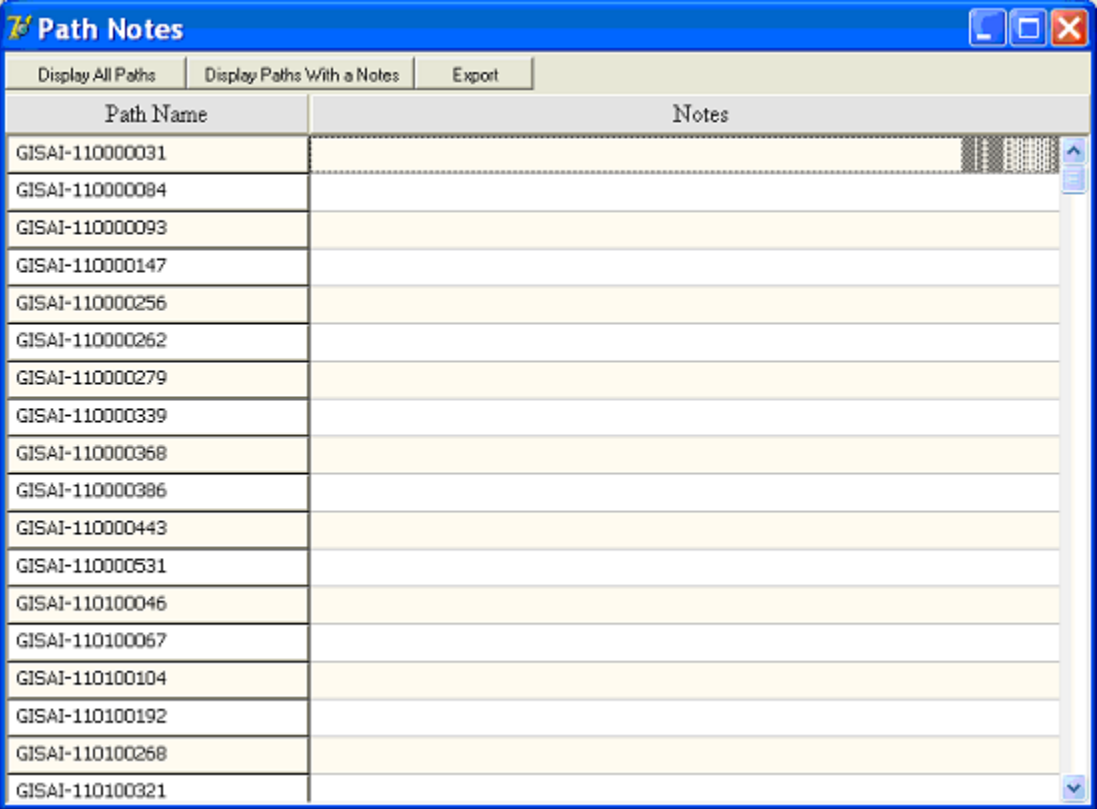
10.12 Path notes

Path Notes allow the user to add notes description to individual paths or for the Storybuild as a whole (see Storybuild Notes). The Path Notes window allows the user to add, edit or delete note descriptions related to each Path. The data will be stored in the database.


To edit/delete individual paths notes, right click on the desired path and select 'Edit Note' or 'Delete Note'. Paths with notes are shown with the icon below






To open the Path Notes window for multiple edit/delete, click on View->Path Notes from the drop down [View menu](#). The following screen will appear:



The Path Notes window can display all the paths available or those with a note attached depending on what the user has selected from the two buttons on the toolbar. To add/edit/delete the user can double click on each Path to bring up an edit menu for data changes.


Path Notes

| Path Name | Notes |
|-----------------|-------|
| GISAI-110000031 | |
| GISAI-110000084 | |
| GISAI-110000093 | |
| GISAI-110000147 | |
| GISAI-110000256 | |
| GISAI-110000262 | |
| GISAI-110000279 | |
| GISAI-110000339 | |
| GISAI-110000368 | |
| GISAI-110000386 | |
| GISAI-110000443 | |
| GISAI-110000531 | |
| GISAI-110100046 | |
| GISAI-110100067 | |
| GISAI-110100104 | |
| GISAI-110100192 | |
| GISAI-110100268 | |
| GISAI-110100321 | |

Complete the details of the notes to be stored and close window. You will be prompted to save the data.

11.1 Viewing data in a table

The statistics module is a very useful tool to display information on all of the bowtie in a tabular format that can be exported to Microsoft Excel for further statistical analysis.

To open the statistics form click the button on the [Forms toolbar](#) or [View](#) -> View Statistics on the dropdown menu bar. The path search option is also available on the statistics form using the dedicated dropdown view menu. For further information on constructing queries see [10.11 Path Search](#).

Statistics

File View

Refresh PathsGenerate for All PathsGenerate only for Selected PathsGet Selected PathsMain WindowExport

GISAI-11000003

GISAI-11000008

GISAI-11000014

GISAI-11000025

GISAI-11000026

GISAI-11000027

GISAI-11000033

GISAI-11000036

GISAI-11000038

GISAI-11000044

GISAI-11000053

GISAI-11010004

GISAI-11010006

GISAI-11010010

GISAI-11010019

GISAI-11010026

GISAI-11010032

GISAI-11010033

GISAI-11010033

GISAI-11010036

GISAI-11010044

GISAI-11010047

GISAI-11010048

GISAI-11010050

GISAI-11010056

GISAI-11010064

GISAI-11020006

GISAI-11020009

GISAI-11020009

GISAI-11020017

GISAI-11020025

GISAI-11020029

GISAI-11020030

GISAI-11020031

GISAI-11020031

GISAI-11020031

GISAI-11020032

GISAI-11020046

GISAI-11020051

Bowtie

BoxPath

PathList

PathSeq

Graph

| | Box No | Code | Name | Description | Path Count | Left Children | Right Children |
|----|--------|------|-------------|------------------------|------------|---------------|--------------------|
| 1 | 1 | CE | Struck by | (victim outside | 551 | 95 | 2, 435, 5108, 5109 |
| 2 | 95 | PSB- | Victim in | victim is outside | 551 | 96 | |
| 3 | 96 | G | PEDESTRIA | No paths here | 551 | 100 | 97, 365, 388, 410 |
| 4 | 100 | PSB- | Vehicle | | 551 | 101 | |
| 5 | 101 | G | VEHICLE/ | No paths here | 551 | 105 | 102, 246, 269, 290 |
| 6 | 105 | G | SUBSTAND | Vehicles and | 551 | 106 | 215 |
| 7 | 106 | G | Regulations | according to the | 551 | 107 | |
| 8 | 107 | G | VEHICLE | No paths please | 551 | 108 | 135, 143, 152, 157 |
| 9 | 108 | G | LOCATION | | 551 | 109 | 122, 129, 134 |
| 10 | 109 | G | Activity of | | 551 | 110 | 115, 118, 119, 121 |
| 11 | 110 | G | Activity of | No paths here | 548 | | 111, 112, 113, 114 |
| 12 | 111 | A | Standing | untintentional | 60 | | |
| 13 | 112 | A | Manoeuvrin | | 21 | | |
| 14 | 113 | A | Driving in | | 214 | | |
| 15 | 114 | A | Driving | | 256 | | |
| 16 | 115 | A | Specific | e.g. handling load(s), | 181 | | 116, 117 |
| 17 | 116 | A | Standing by | | 21 | | |
| 18 | 117 | A | victim is | e.g.victim is walking | 77 | | |
| 19 | 118 | A | Standing by | e.g. looking/ talking | 172 | | |
| 20 | 119 | A | Walking | | 163 | | 120 |
| 21 | 120 | A | Walking | | 16 | | |
| 22 | 121 | A | unknown | | 35 | | |
| 23 | 122 | ENV1 | INSIDE | | 299 | | |

The buttons along the top have the following functions:

- Refresh Paths** - Refresh the path list
- Generate for All Paths** - Generate the selected report for all of the paths in the current Storybuild
- Generate only for Selected Paths** - Generate the selected report for the selected paths in the current Storybuild (requires Get Selected Paths to be selected first)
- Get Selected Paths** - Transfer the paths that are selected from the Main Window
- Main Window** - Toggle the view to the Main Window
- Export** - Export the current report to Microsoft Excel

The various tabs define the different report formats available to be displayed and exported:

- Bowtie:** This is designed for exporting data about the individual boxes that go to make up a Storybuild. The fields that make up this report are: Number, Code, Name, Description, Left Children, Right Children, Linked Boxes, Path Count, Paths.

Clicking on the column headers will sort on the basis of the selected column contents

2. **Box Paths:** This produces a subset of the Bowtie report; in particular, it lists details of the paths through each box. The fields listed are: Number, Name, Count, Paths.

3. **Path List*:** This lists the relevant paths together with the box sequences they represent. A 'Subpath' field is also present; an 'X' in this field indicates the path is a subpath and its parent is the first path above it without an 'X'. The fields listed are: Name, Subpath, Sequence.

4. **Path Sequences*:** This exports all path sequences together with the names of paths that follow those sequences. The fields listed are: Sequence, Names.

11.2 Exporting data to MS Excel

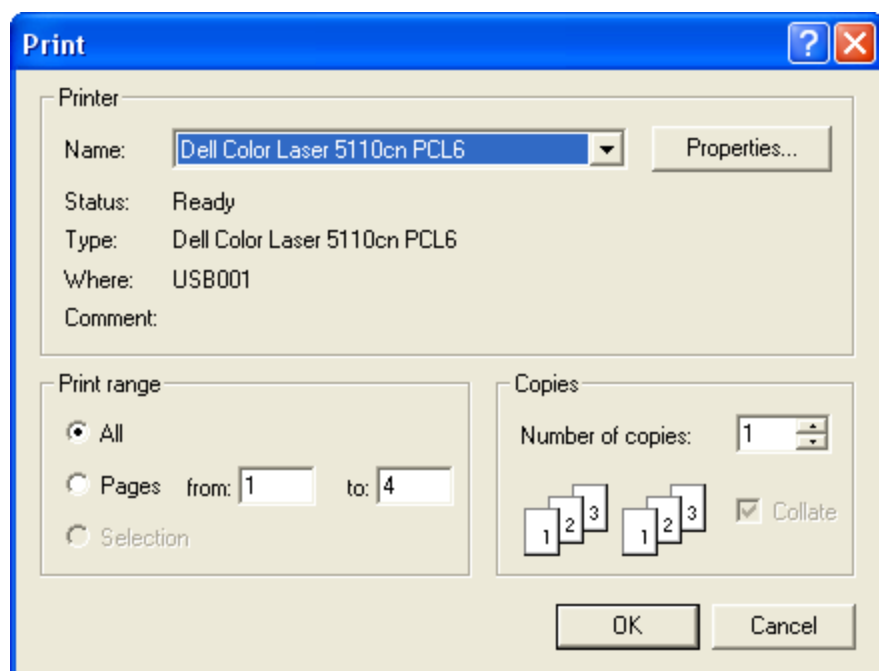
This can be done by opening the statistics window and clicking on the export button with the required data and tab selected. See [11.1 Viewing data in a table](#). So long as the Excel file remains open, exporting will continue to create worksheets in the same file.

| Microsoft Excel - Book1 | | | | | | |
|---|----|--------|----------|---------------------|-----------------------------------|------------|
| File Edit View Insert Format Tools Data Window Help | | | | | | |
| A1 | | | | | | |
| | A | B | C | D | E | F |
| 1 | | Box No | Code | Name | Description | Path Count |
| 2 | 1 | | 1 CE | Struck by moving | (victim outside vehicle) | 551 |
| 3 | 2 | | 95 PSB- | Victim in line of m | victim is outside vehicle (e.g. p | 551 |
| 4 | 3 | | 96 G | PEDESTRIAN RE | No paths here | 551 |
| 5 | 4 | | 100 PSB- | Vehicle moving to | | 551 |
| 6 | 5 | | 101 G | VEHICLE/ DRIVE | No paths here | 551 |
| 7 | 6 | | 105 G | SUBSTANDARD | Vehicles and pedestrians not k | 551 |
| 8 | 7 | | 106 G | Regulations violat | according to the inspector | 551 |
| 9 | 8 | | 107 G | VEHICLE TYPE (| No paths please | 551 |
| 10 | 9 | | 108 G | LOCATION OF V | | 551 |
| 11 | 10 | | 109 G | Activity of victim | | 551 |
| 12 | 11 | | 110 G | Activity of Vehicle | No paths here | 548 |
| 13 | 12 | | 111 A | Standing still -> L | untintentional start-up/ moveme | 60 |
| 14 | 13 | | 112 A | Manoeuvring/ turn | | 21 |
| 15 | 14 | | 113 A | Driving in reverse | | 214 |
| 16 | 15 | | 114 A | Driving ahead | | 256 |
| 17 | 16 | | 115 A | Specific activities | e.g. handling load(s), repairing, | 181 |
| 18 | 17 | | 116 A | Standing by & giv | | 21 |
| 19 | 18 | | 117 A | victim is steering | e.g.victim is walking but also s | 77 |
| 20 | 19 | | 118 A | Standing by passe | e.g. looking/ talking to driver | 172 |
| 21 | 20 | | 119 A | Walking | | 163 |
| 22 | 21 | | 120 A | Walking backward | | 16 |
| 23 | 22 | | 121 A | unknown activity | | 35 |
| 24 | 23 | | 122 ENV1 | INSIDE | | 299 |
| 25 | 24 | | 123 ENV2 | Other (inside) | e.g. hospital, store, car cleanin | 20 |
| 26 | 25 | | 124 ENV2 | Loading/ unloading | include expedition areas | 131 |
| 27 | 26 | | 125 ENV2 | General (industria | e.g. production hall | 142 |
| 28 | 27 | | 126 ENV3 | Maintenance sho | werkplaats | 7 |
| 29 | 28 | | 127 ENV2 | Construction area | | 14 |
| 30 | 29 | | 128 ENV3 | Road Construction | Or other infrastructure related (| 9 |
| 31 | 30 | | 129 ENV1 | OUTSIDE | | 231 |
| 32 | 31 | | 130 ENV2 | General (industria | | 74 |
| 33 | 32 | | 131 ENV2 | Normal road | could be public road or privat ro | 51 |
| 34 | 33 | | 132 ENV2 | Outside loading/ | | 51 |
| 35 | 34 | | 133 ENV2 | Other | | 43 |
| 36 | 35 | | 134 ENV1 | Unknown | | 21 |
| 37 | 36 | | 135 ET | ESAW 09.00 Ma | also includes ESAW 09.99 OT | 48 |
| 38 | 37 | | 136 ET | ESAW 09.01 Por | GROND VERZETMACHINES | 42 |
| 39 | 38 | | 137 ET | Excavator/ Power | | 27 |
| 40 | 39 | | 138 ET | Road construction | pneumatic-tyred rollers, bitume | 3 |
| 41 | 40 | | 139 ET | Mini-excavator/ m | NL: mini graver/ mini kraan of r | 7 |
| 42 | 41 | | 140 ET | ESAW 09.02 Por | LANDBOUWMACHINES - vwa | 5 |
| 43 | 42 | | 141 ET | Tractor | | 3 |
| 44 | 43 | | 142 ET | ESAW 09.04 Mol | Mechanical sweepers, Floor-wa | 1 |
| 45 | 44 | | 143 ET | ESAW 11.00 Cor | | 349 |
| 46 | 45 | | 144 ET | ESAW 11.02 Ele | Goods lifts, Passenger lifts, Hoi | 3 |

For other export options see [3.8 Export menu](#) and [8.2 Tree view data export](#).

12.1 Print function

Storybuilder has a print function that enables the user to print out selected pages of the storybuild bowtie. Storybuilder will automatically calculate the number of pages required for the whole of the current bowtie. The user will then have the option to select which page number they would like to print and how many copies via the print menu. The print menu can be accessed via File and then click on Print. The following dialogue will be shown:

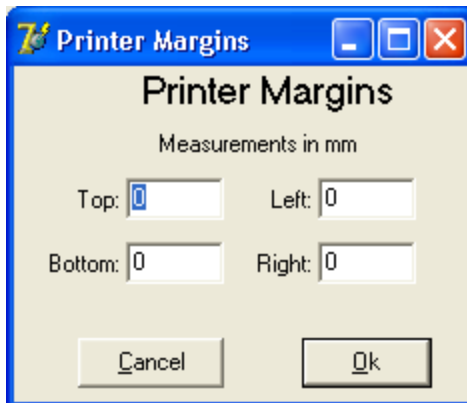


12.2 Page breaks

In the [View menu](#), Page Breaks allow the user to view the Storybuild with the page breaks in dotted lines indicating the layout on each page. This helps the user to move and customise the position of boxes for better printing.

12.3 Printer margin

The user is able to specify the Printer Margin via **File** and then click on **Printer Margin**. The measurements are in mm and the user is able to specify the top, left, bottom and right margin.



12.4 Page Setup

The user is able to customise the page set up of the printing of Storybuilder via the Page Setup form. To activate the Page Setup go to [File](#) and click on **Page Setup**.

13.1 Identify required Storybuild

See also [1.5 Storybuild types](#)

The following queries allow the user to identify which Storybuild from the 36 Storybuilds is needed to examine a particular kind of accident.

Was the victim a victim of....

Human or animal aggression?

YES

20.1 Victim of human aggression

20.2 Victim of animal behaviour

NO

Uncontrolled Fall?

YES

1.1.1 Fall from height - ladder & steps

1.1.2 Fall from height - scaffold

1.1.3 Fall from height - roof

1.1.3 Fall from height - floor

1.3 Fall down stairs or ramp

1.2 Fall on same level

Fall other:

1.1.3 Fall from height - fixed platform

1.1.5.1 Fall from height - moveable platform

1.1.4 Fall from height - hole in the ground

1.1.5.2 Fall from height - non-moving vehicle

1.1.5.3 Fall from height - other

11 Fall from moving vehicle

NO

Contact with falling object?

YES

3.1 Falling object crane, part of crane or crane load

3.2 Falling object other

NO

Contact with machine or hand held tool?

YES

7 Contact with hand held tool held by self

6 Contact with hand held tool held by other person

8.1 Contact with moving parts of a machine

8.3 Trapped between/against machine or structure

NO

Contact with vehicle?

YES

2 Struck by moving vehicle

3.2 Contact with overturning vehicle

11 In or on moving vehicle with loss of control

NO

Contact with an object?

YES

4 Contact with a flying object

5 Contact with rolling/sliding object or person

6 Contact with object person is carrying or using

8.2 Contact with hanging/ swinging object

9 Moving into an object

NO

Contact with a hazardous substance?

YES

14.1 Release from an open containment

15 Release from a normally closed containment

22.1 Exposure to hazardous atmosphere in confined space

22.2 Exposure to hazardous atmosphere through breathing apparatus

14.2 Other - Exposure to hazardous substance without Loss of Containment

NO

Contact with another substance?

YES

10 Buried by bulk mass

23 Immersion in liquid

24 Too rapid (de)compression

NO

Contact with electricity?

YES

12 Contact with electricity

NO

Heat, fire, explosion?

YES

13 Contact with extreme hot or cold surfaces or open flame

17 Fire

27 Explosion

NO

Muscular exertion?

YES

25 Extreme muscular exertion

NO

Make own bowtie!

14.1 Box codes guide

Box codes can be entered using the box editor. See [6.1.3 Box editor](#).

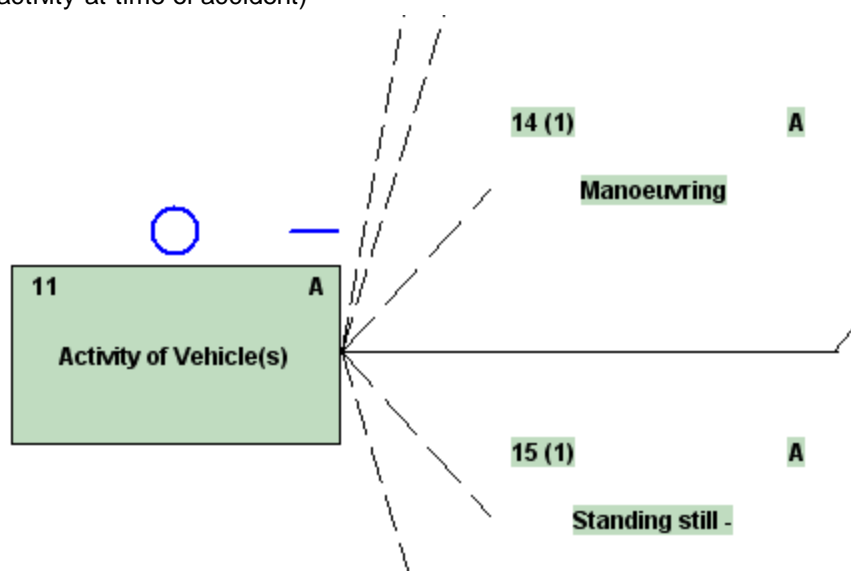
Box codes help to identify a type of event.

Box codes will sort the boxes in Code View of Tree View

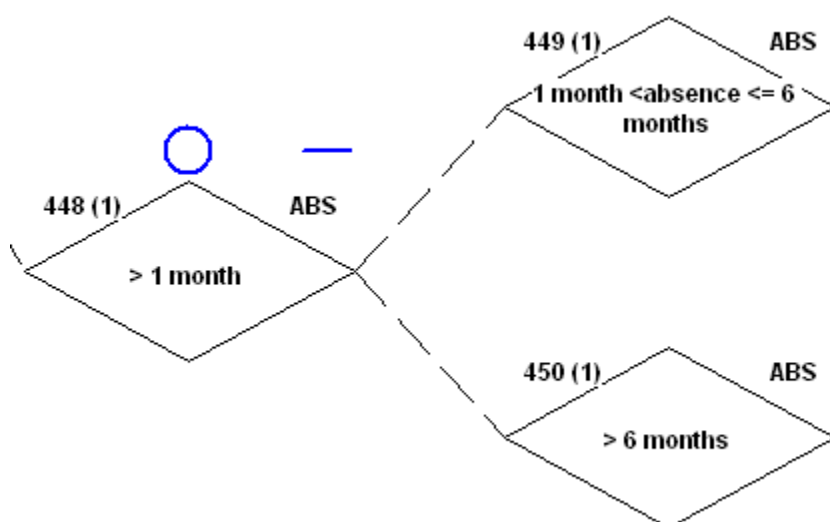
Box codes will enable exports to MS Excel to be sorted and selected

The following codes are used in the [36 Storybuilds](#)

A (activity at time of accident)



ABS (Absence from work)

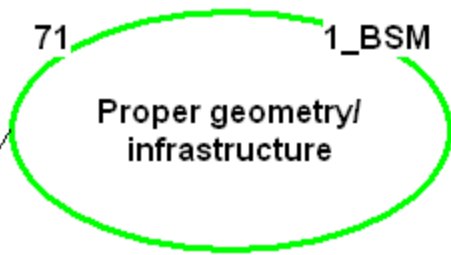


BFM (Barrier Failure Mode)

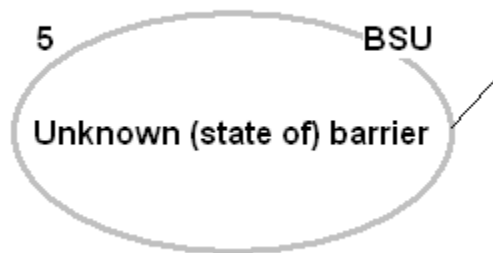
1_BFM (Barrier failure mode 1 which is linked to 1_DS, 1_T)



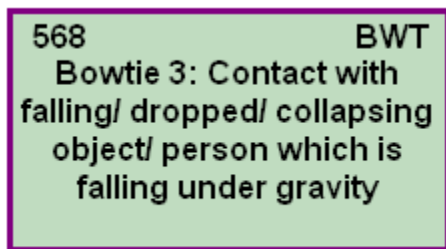
BSM (Barrier Success Mode)



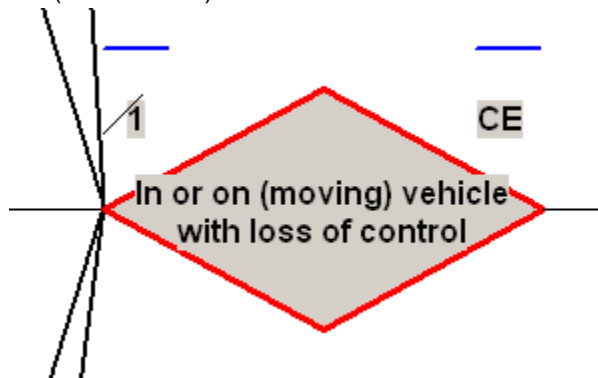
BSU (Barrier State Unknown)



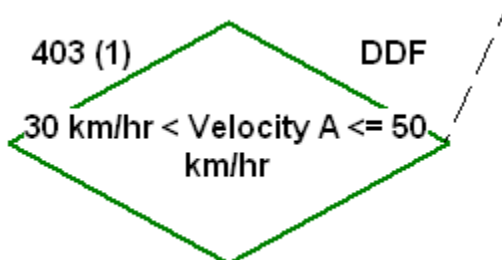
BWT (Transfer to/from another bowtie)



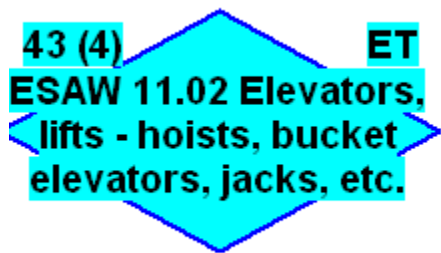
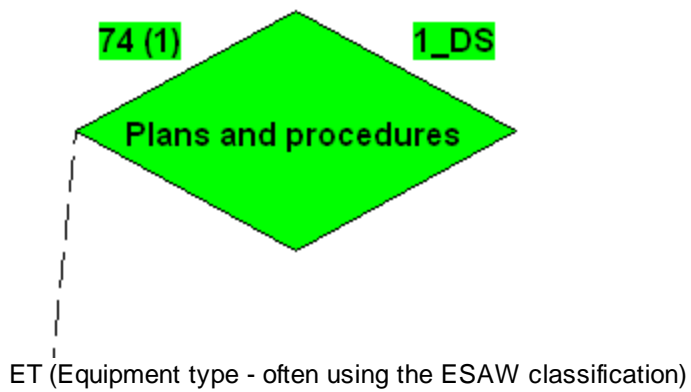
CE (Centre event)



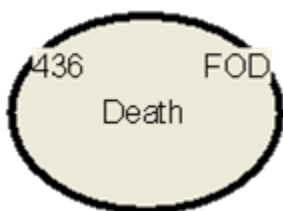
DDF (Dose Determining Factor)



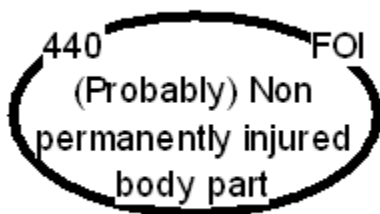
DS (Delivery system failure)



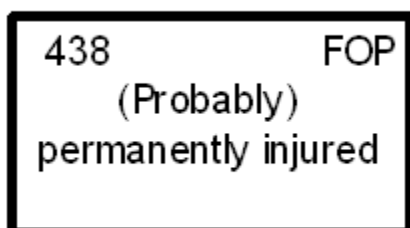
FOD (Final Outcome Death)



FOI (Final Outcome Probably Not Permanently Injured)



FOP (Final Outcome Probably Permanently Injured)



G (Group box - identifies a group of events)

409

G

Mitigating Factors

HOSP (Whether hospitalised)

435

HOSP

H = Hospitalised

IF (Incidental factor)

88 (2)

1_IF

Lack of suitable marking,
signalling, barriers

INJP (Part of body injured - using ESAW classification)

470 (5)

NJP

30 Back, including
spine and vertebra in
the back

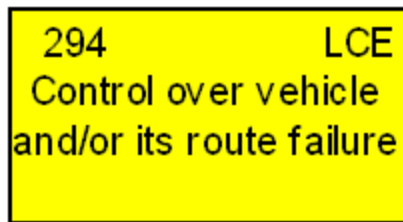
INJT (Type of injury - using ESAW classification)

455 (5)

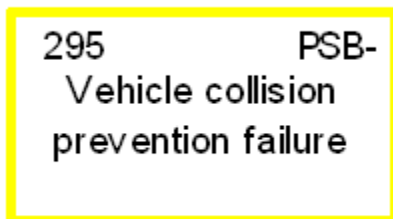
NJT

040 Traumatic
amputations (Loss of
body parts)

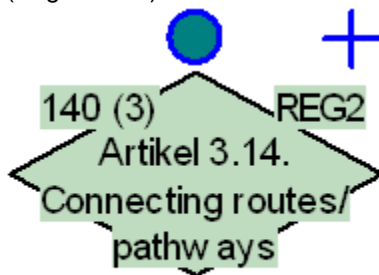
LCE Loss of control event)



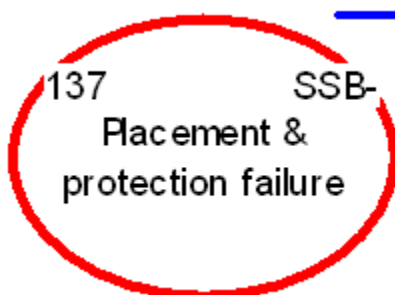
PSB (Primary safety barrier)



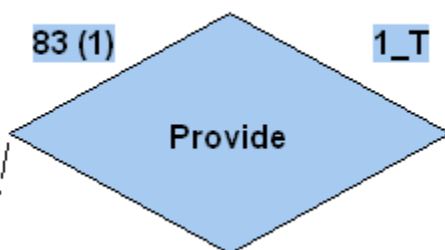
REG (Regulations)



SSB (Support safety barrier)



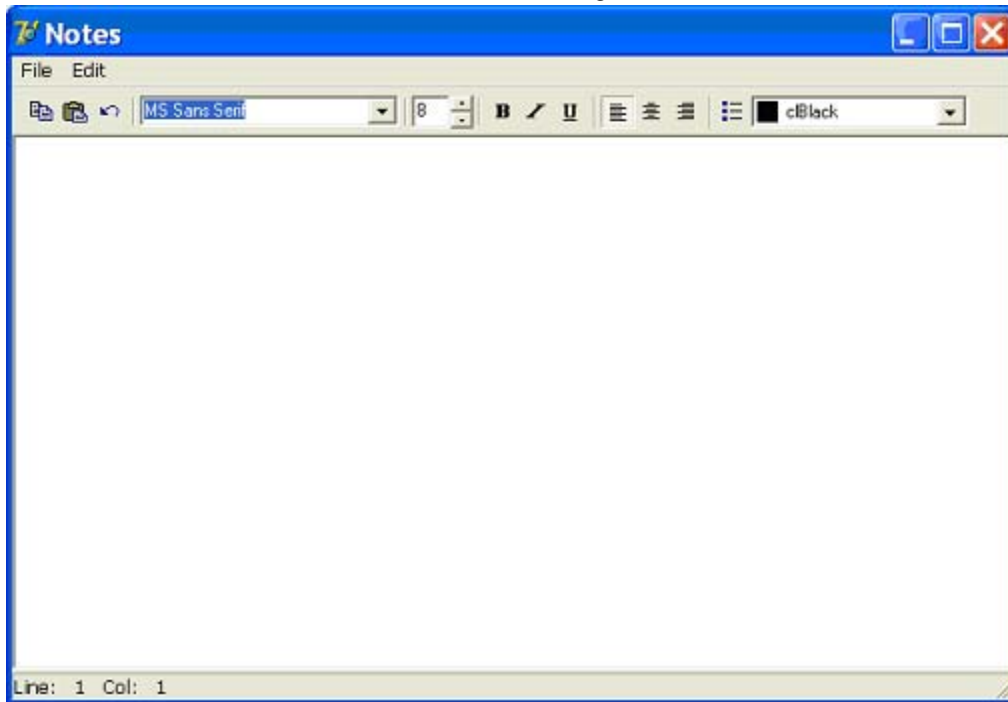
T (Barrier task)



1_T (Barrier task which is linked to 1_DS, 1_BFM)

15.1 Keeping notes

Storybuilder has a functionality that enables the user to add notes associated with a file. To activate the Notes menu in the File menu click on Notes. You will see the following:



This is a notepad function that allow the user to type a large amount of text with customisable fonts, layout, margins and bullets. Once the user has finished typing the memo simply close and save the notes. The notes will be saved with the file and can be edited either via File>Notes or via a right click on an empty area of the boxes workspace and select Edit Notes.

16.1 Importing from an MS Excel file or text file

1.1.1 What import does

The import function allows boxes and paths to be automatically created in a Storybuild based on an MS Excel (*.xls) or tab delimited text file (*.txt). Only the excel file example is displayed here (similar process for txt file which in any case can be converted to excel)

Use import with .xls files (does not currently work with .xlsx files)

When an import is done from an excel sheet that sheet will not be available until Storybuilder program is closed.

The purpose of importing data is to:

Create new boxes when there are new data for existing paths

Import new paths for existing boxes

A combination of the above

The file of data for import must contain:

a column with path names, and

one or more columns of data

Import will create a new box for every new unique name for a piece of data. If there are 50 cells with the word "competence" there will be one box created with 50 paths

An example is shown below.

In this example the first column lists the accident record identifiers (path names), the second column is the type of industry with a 2 figure code, and the third column is the industry broken down into more subdivision.

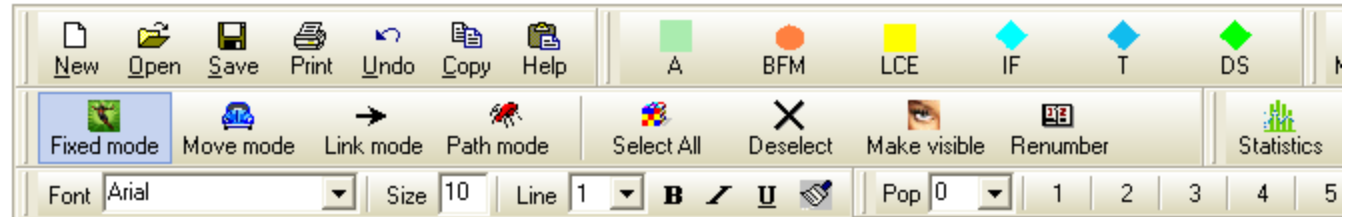
| GISAI.Record.Description ▼ | Bik2.Description ▼ | Bik6.Description |
|----------------------------|--------------------------------|--|
| GISAI-310300287 | XX Niet Ingevuld | XXXX Niet Ingevuld |
| GISAI-310400017 | XX Niet Ingevuld | XXXX Niet Ingevuld |
| GISAI-310400092 | XX Niet Ingevuld | XXXX Niet Ingevuld |
| GISAI-310000552 | 93 Overige dienstverlening | 93 Overige dienstverlening |
| GISAI-610300165 | 93 Overige dienstverlening | 9301 Kleding-/textielreiniging |
| GISAI-110000285 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-110300083 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-210300086 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-210300164 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-210300431 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-310100248 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-310300094 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-410300540 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-610100042 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-985100419_07101949 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-985100419_12091947 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-995100026 | 93 Overige dienstverlening | 93011 Wasserijen en linnenverhuur |
| GISAI-210000404 | 93 Overige dienstverlening | 93012 Chemische wasserijen en ververijen |
| GISAI-210300374 | 93 Overige dienstverlening | 93012 Chemische wasserijen en ververijen |
| GISAI-310100751 | 93 Overige dienstverlening | 93012 Chemische wasserijen en ververijen |
| GISAI-510300062 | 93 Overige dienstverlening | 93012 Chemische wasserijen en ververijen |
| GISAI-983100735 | 93 Overige dienstverlening | 93012 Chemische wasserijen en ververijen |
| GISAI-995100009 | 93 Overige dienstverlening | 93012 Chemische wasserijen en ververijen |
| GISAI-310100555 | 93 Overige dienstverlening | 93031 Uitvaartverzorging |
| GISAI-510200453 | 93 Overige dienstverlening | 93032 Crematoria, mortuaria en begraafplaatsen |
| GISAI-110200468 | 93 Overige dienstverlening | 930504 Overige dienstverlening n.e.g. |
| GISAI-310300029 | 92 Cultuur, sport en recreatie | 9213 Vertoning van films |
| GISAI-510200053 | 92 Cultuur, sport en recreatie | 9213 Vertoning van films |
| GISAI-110000199 | 92 Cultuur, sport en recreatie | 92201 Omroeporganisaties |
| GISAI-510100344 | 92 Cultuur, sport en recreatie | 92203 Ondersteunende act. voor radio en t.v. |
| GISAI-310300420_02041965 | 92 Cultuur, sport en recreatie | 923 Overig amusement en kunst |
| GISAI-310300420_06011977 | 92 Cultuur, sport en recreatie | 923 Overig amusement en kunst |
| GISAI-310300420_12021972 | 92 Cultuur, sport en recreatie | 923 Overig amusement en kunst |
| GISAI-310300420_12111966 | 92 Cultuur, sport en recreatie | 923 Overig amusement en kunst |
| GISAI-510200282 | 92 Cultuur, sport en recreatie | 92311 Beoefening van podiumkunst |
| GISAI-983100918 | 92 Cultuur, sport en recreatie | 92313 Beoefening van scheppende kunst |

WARNING: For versions pre v. 17. DO NOT HAVE EMPTY CELLS. Rather than having blank cells, type the word "Unknown" or "null" in these cells otherwise a separate "null" box will be repeatedly created in Storybuilder for every empty cell so this is to be avoided. If text such as Unknown is used all the paths with empty cells will go through a single box called "Unkown", keeping the Storybuild diagram small

16.2 Selecting import box

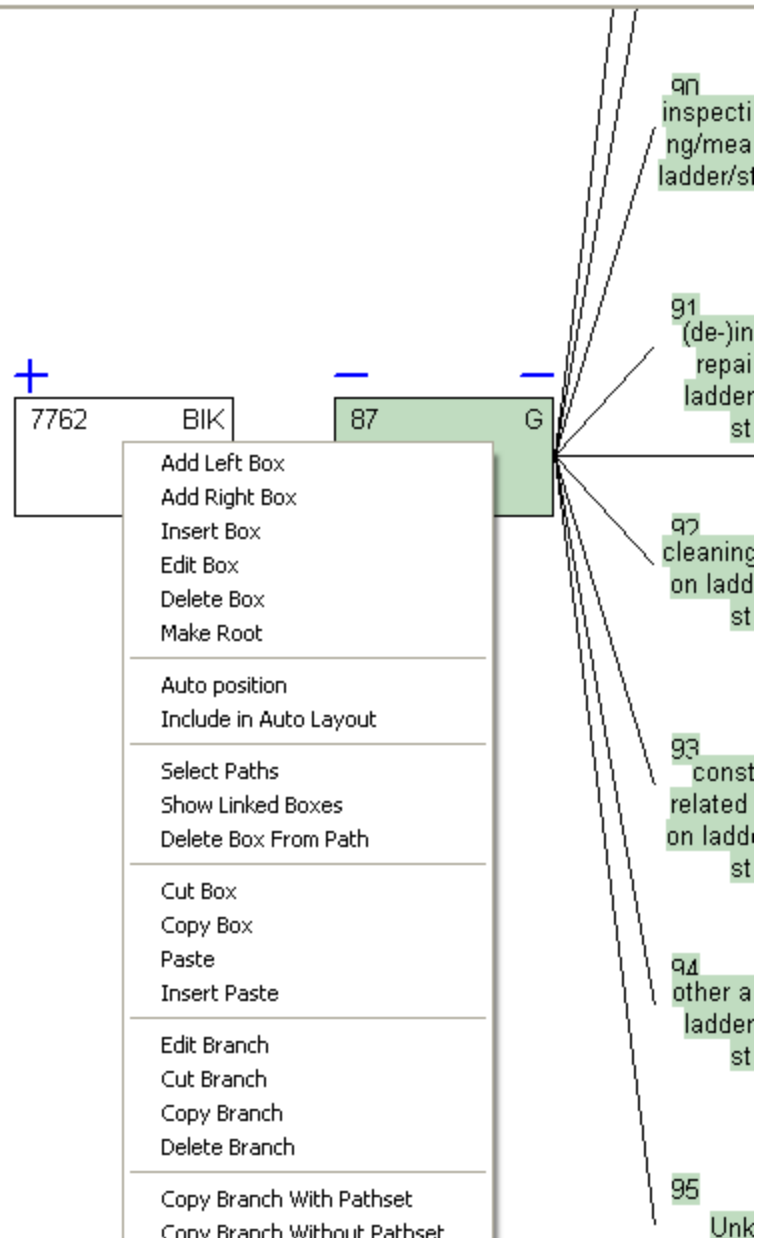
1. Right click on the desired box in the bowtie
2. click on 'Import Excel Path Data' (or 'Import Path Data' if it is a tab delimited text file).

In the figure below, the box coded BIK is the one selected. This box is the "import box". The user is going to import the two columns of data from the excel sheet above onto the import box.



0.1.1.1 Fall from height ladders
 0.1.1.2 Fall from height scaffold
 01.1.3 Fall from height - roof/platform/floor
 01.1.4 Fall from height - hole in the ground
 01.1.5.1 Fall from height - moveable platform
 01.1.5.2 Fall from height - non-moving vehicle
 01.1.5.3 Fall from height - working on height unprotected
 01.2 Fall on same level
 01.3 Fall down stairs or ramp
 02 Struck by moving vehicle
 03 Contact with falling objects NOT cranes
 03 Contact with falling objects - cranes - 2002 en 200
 04 Contact with flying/ ejected objects
 06 Contact with object used/ carried
 05 Hit by rolling/sliding object and person
 07 Contact with handheld tools
 08.1 Contact with moving parts of machine
 08.2 contact with swinging/hanging objects
 08.3 Trapped between/ against
 09 Moving into an object
 10 Buried by bulk mass
 11 In or on moving vehicle with loss of control
 12 Contact with electricity
 13 Contact with extreme hot or cold surfaces or open
 14.1 LoC's Open containments
 14.2 Contact with hazardous substance without LOC
 15 Loss of Containment from normally closed
 17 Fire
 20.1 Victim of Human Aggression
 20.2 Victim of animal behaviour
 22.1 Contact with hazardous atmosphere in confined
 22.2 Contact with hazardous atmosphere through bre.
 23 Impact by immersion in liquid
 24 Too rapid (de)compression
 25 Extreme muscular exertion
 27 Explosion

GISAI-110000013
 GISAI-110000014
 GISAI-110000020
 GISAI-110000091
 GISAI-110000099
 GISAI-110000124
 GISAI-110000150
 GISAI-110000266
 GISAI-110000271



16.3 Import window

See first [Importing data](#) and [Selecting import box](#)

After selecting the "Import Excel Path Data" a pop-up window will appear as shown below:

Import Excel Path Data

Filename: ... Sheet:

Path Col: 1 ☐ Add new Paths

Columns: 10

Row Headers: 2

☐ Remove Dependencies

Data Box Side
☐ Left ☐ Right

Side
☒ Left ☐ Right

Orphaned Paths
☒ Add To End ☐ Ignore Path

Insert State
☐ Before Decendent
☐ After Decendent
☒ End Of Path
☐ Start Of Path
☐ Before Ancestor
☐ After Ancestor

Box Style: Rectangle

Border Colour: Black

Border Width: 1

Fill Colour: White

Column 1
Column 2
Column 3
Column 4
Column 5
Column 6
Column 7
Column 8
Column 9
Column 10

Code: Box Num:

Description:

In this window continue as follows:

Filename:

Allows the user to set the source of the Excel file.

Sheet:

Allows the user to select which worksheet of the file to import from. Once a sheet is selected, the worksheet will appear on the window below (the worksheet name appears twice - just pick the first one)

The result for the example is shown below

Import Excel Path Data

Filename: D:\Accidents.xls Sheet: Sheet1\$

| F1 | F2 | F3 | F4 | F5 | F6 | F7 |
|---------------|-----------|---------------|----------------|---------------|----------------|---------------|
| Accident code | Date | SIC code | LOC type | Accident/ DO | Substance clas | |
| LOC1 | 1-5-2005 | 23201 Mineral | escape of subs | accident | very toxic | |
| LOC2 | 12-3-2006 | 24140 Manuf o | explosion/fire | accident | toxic | highly flamma |
| LOC3 | 15-7-2000 | 24660 Manuf o | escape of subs | accident | non comah | |
| LOC4 | 24-8-2006 | 24660 Manuf o | escape of subs | dangerous occ | toxic | |

Path Col: 1 ☒ Add new Paths

Columns: 6

Row Headers: 2

☒ Remove Dependencies

Data Box Side
☐ Left ☒ Right

Side
☒ Left ☐ Right

Orphaned Paths
☒ Add To End ☐ Ignore Path

Insert State
☐ Before Decendent
☐ After Decendent
☐ End Of Path
☒ Start Of Path
☐ Before Ancestor
☐ After Ancestor

Column 1
Column 2
Column 3
Column 4
Column 5
Column 6

Field Type: String Data Col: 2

Code: DAT Box Num: 0

Description:

Box Style: Rectangle

Border Colour: Maroon

Border Width: 0

Fill Colour: White

Path Col:

This has to show the order number of the column in the Excel file containing the path names. In the example it is column 1. To automatically set the column number left click on a record in the path column and drag the cursor to the Path Col box, then release. The column number will automatically appear.

Add new Paths:

To the right of the Path Col, tick the box ONLY IF you wish to add all paths that are not currently present in the storybuild as listed in the path names workspace.

Columns:

This initially shows the number of data columns in the worksheet (so, excluding the paths column). The number of columns required for import can be changed here. For example if only 6 of the total columns of data were going to be used this can be changed to 6 then click on Apply. On the left in the list box are then displayed a list of the number of columns required. Note that these numbers do not correspond to the position number of the columns which will eventually be selected.

Row Headers:

The number of rows that are classed as headers in the Excel file. In this case it is two. The first row is a dummy row required for some internal functionality. (Earlier versions of Storybuilder may show only one header - no dummy row)

REMOVE DEPENDENCIES

If this is unchecked the accident paths across the columns will be structured as dependent boxes each one hanging on the other in the accident path. If this is checked the columns of data will be imported as blocks (Earlier versions of Storybuilder may not have this option)

Column List

Click on one of the columns in the list box. A column is only selected when it is highlighted. Deal with each column in turn. When a column in the list is selected there appear two boxes
Field Type and Data Col.

Import Excel Path Data

Filename: D:\Accidents.xls Sheet: Sheet1\$

| F1 | F2 | F3 | F4 | F5 | F6 | F7 |
|---------------|-----------|---------------|----------------|---------------|----------------|---------------|
| Accident code | Date | SIC code | LOC type | Accident/ DO | Substance clas | |
| LOC1 | 1-5-2005 | 23201 Mineral | escape of subs | accident | very toxic | . |
| LOC2 | 12-3-2006 | 24140 Manuf o | explosion/fire | accident | toxic | highly flamma |
| LOC3 | 15-7-2000 | 24660 Manuf o | escape of subs | accident | non comah | . |
| LOC4 | 24-8-2006 | 24660 Manuf o | escape of subs | dangerous occ | toxic | . |

Path Col: 1 ☒ Add new Paths

Columns: 6

Row Headers: 2

☒ Remove Dependencies

Data Box Side
☐ Left ☒ Right

Side
☒ Left ☐ Right

Orphaned Paths
☒ Add To End ☐ Ignore Path

Insert State
☐ Before Decendent
☐ After Decendent
☐ End Of Path
☒ Start Of Path
☐ Before Ancestor
☐ After Ancestor

Column 1
Column 2
Column 3
Column 4
Column 5
Column 6

Field Type: String
Date
Number
String

Data Col: 2

Code: DAT Box Num: 0

Description:

Box Style: Rectangle

Border Colour: Maroon

Border Width: 0

Fill Colour: White

Data Col:

Relevant Column number. This can be automatically generated by left clicking on one of the data cells in the relevant column of the displayed sheet and dragging it to and releasing it in the Data Col box. Here in the example the list Column 2 will use data from Data Column 2.

Field Type:

Set the data type for each data column

Use the drop down menu.

In the example "string" is selected. This will cause the content of the column cells to appear as box names exactly as displayed. Common names will go into one box. See Ranges

Ranges:

To set the data ranges for a number or a date field type, first select the column, set the field type, set the From and To range and press the add button.

Date or Number can selected if the user wishes to group the data rather than an individual box for each unique data point. For example ages could be grouped such as 10-19, 20-29 etc. and boxes will be generated with those group names. The set-up is shown in the example below. The user types in from and to numbers and then clicks on Add to create data group

Import Excel Path Data

Filename: Sheet:

| F1 | F2 | F3 | F4 | F5 | F6 | F7 |
|---------------|-----------|---------------|----------------|---------------|----------------|---------------|
| Accident code | Date | SIC code | LOC type | Accident/ DO | Substance clas | |
| LOC1 | 1-5-2005 | 23201 Mineral | escape of subs | accident | very toxic | |
| LOC2 | 12-3-2006 | 24140 Manuf o | explosion/fire | accident | toxic | highly flamma |
| LOC3 | 15-7-2000 | 24660 Manuf o | escape of subs | accident | non comah | |
| LOC4 | 24-8-2006 | 24660 Manuf o | escape of subs | dangerous occ | toxic | |

Path Col: ☒ Add new Paths

Columns:

Row Headers:

☒ Remove Dependencies

Data Box Side
☐ Left ☒ Right

Side
☒ Left ☐ Right

Orphaned Paths
☒ Add To End ☐ Ignore Path

Insert State
☐ Before Decendent
☐ After Decendent
☐ End Of Path
☒ Start Of Path
☐ Before Ancestor
☐ After Ancestor

Field Type: Data Col:

From: To:

| From | To |
|------------|------------|
| 01-01-2005 | 31-12-2005 |

Code: Box Num:

Description:

Box Style:

Border Colour:

Border Width:

Fill Colour:

Side:

Specify which side of the 'import box' you would like to import the child boxes - left or right.

Data box side refers to the boxes created from the column data and

Side refers to the group boxes made by the column headings

Orphaned Paths

This has to do with paths without boxes whether they should be ignored. Determine whether paths that do not relate to the Ancestor and Import Box are to be added to the end of the path with the same name or be ignored.

Insert State

A path is a sequence of boxes through the Storybuild diagram identified by a path name and shown by a line. When importing it can be specified where in the sequence the imported boxes should be. Options are

Start of Path i.e. Path goes through the box at the start of the sequence

End of Path i.e. Path goes through the box at the end of the sequence

Before/After Ancestor and Before/after Decendent determines where the path will go through the box which is not at the beginning or end of a path sequence. The default Ancestor is the Root box. Will it go through the box before or after the path goes through the Ancestor of the box or before or after it goes through the Decendent of the box.

To set the Ancestor as another box right click on the desired box and click on 'Set Ancestor'. Descendents are then boxes which derive from the Ancestor. The importance of these boxes is that when the import is carried out, for each path the first box along the path that is a descendent of the 'ancestor' box is found and the first child box is added to the path before or after this box depending on what is selected. Subsequent boxes are inserted before or after the previous child. Paths can also be added to the start or to the end of the existing paths.

Code:

The Code for the new boxes on the selected column.

Box Num:

The Box number for the new boxes on the selected column

Description:

The Description for the new boxes on the selected column.

Box Style:

The Box shape for the new boxes on the selected column.

Border Colour:

The Border Colour for the new boxes on the selected column.

Border Width:

The Border Width for the new boxes on the selected column.

Fill Colour:

The Box Fill Colour for the new boxes on the selected column.

When the set up is complete, go to [16.4 The import process](#)

16.4 The import process

In the [import window](#) click the OK button to import the paths.

The process is as follows:

For each row in the file, the program finds the paths with the same names as existing paths in the path name workspace. It then finds a child box of the import box with the same name as that contained in the first column; if no such child exists, a new child box is added.

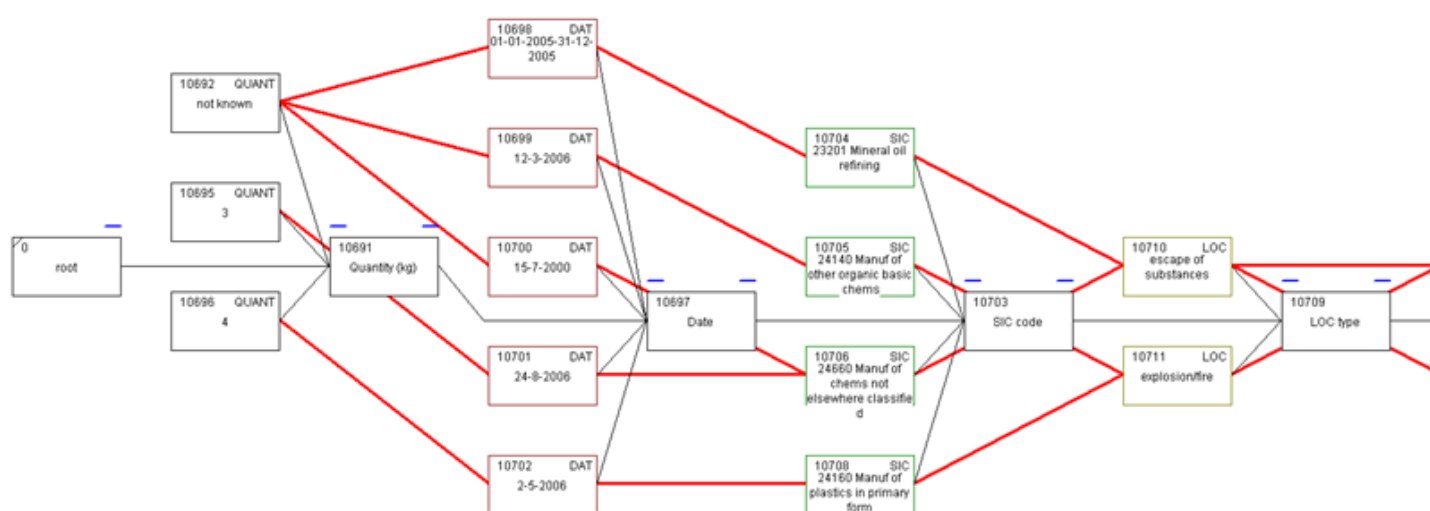
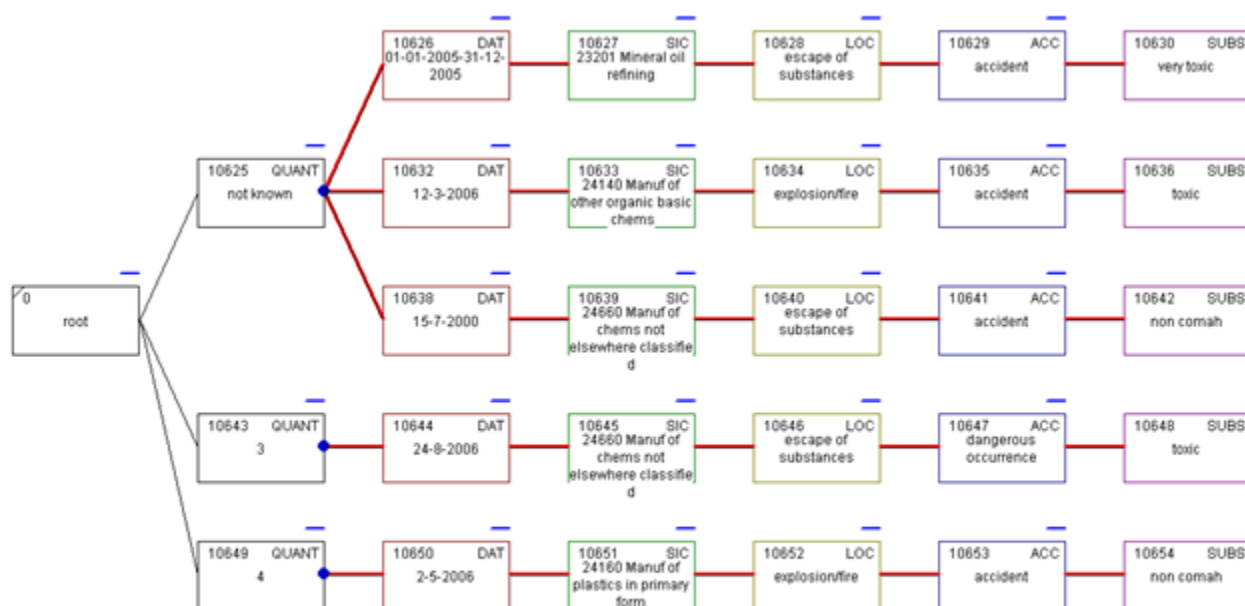
The program adds the corresponding matched paths to the box; the location of the box in the sequence of boxes on the path depends on the option chosen. (See below.)

The next child column is then considered and the process is repeated.

Up to 10 columns of data can be imported in one import.

NOTE: The effect depends on whether data was imported with **Remove Dependencies** checked or unchecked.

In the following diagram the import was a 6 column import first showing with dependencies and second without



17.1 Macro User Guide

This is a separate guide. For a quick start see [3.3 Macros menu](#).

18.1 Selecting the paths with Story Filter

PURPOSE

To make a selection of GISAI records from Story Filter and then make these appear as highlighted paths in Storybuilder using the Storybuilds made with GISAI data. The latest Storybuilds appear together in one file (currently called a Superfile)

VERSIONS

This only works with versions 44 and above of Story Filter and version 2.0.0.29 and above of Storybuilder.

STORY FILTER SELECTION

The only selections available from Story Filter are those that appear on the selection screen. Make a selection by pressing and selecting from as many fields as you want but don't press the analyse (Show Totals) button. Instead select View, Filtered Paths List. Then click on the export button. See figure below.

Once the export button is clicked you will be requested to provide a file name (with extension .sfp). Actually it is just a text file which can be opened in notepad with the list of path names.

For the next step see [18.2 dragging paths from Story Filter to Storybuilder](#).

StoryFilter Version 1.0.0.44

File Edit View Help

Clear Import Save Send Cut Copy Paste Reset

GISAI Industry [2]

9579 -----> 260

☐ Ignore

☒ All

☐ None

☐ Invert

☐ Filter ☐ Search

- ☐ 00 Activiteit geen/onbekend
- ☒ 01 Landbouw en jacht
- ☐ 02 Bosbouw
- ☐ 05 Visserij, kweken inbegrepen
- ☐ 10 Turfwinning
- ☐ 11 Aardolie-/aardgaswinning
- ☐ 14 Zand-/grind-/klei-/zoutw.
- ☐ 15 Voedingsmidd. en dranken
- ☐ 16 Verwerking van tabak
- ☐ 17 Vervaardiging van textiel
- ☐ 18 Prod. kleding/bontverven
- ☐ 19 Prod. leer en lederwaren
- ☐ 20 Houtindustr.
- ☐ 21 Papierindustrie
- ☐ 22 Uitgeverij, drukkerij
- ☐ 23 Aardolie-/steenknolind.

Filtered Paths List

| Path ID | Path Name | Path Box(es) |
|---------|--------------------------|----------------------------|
| 890 | GISAI-110100490 | 1781,1749,1783,1666,1667,1 |
| 2345 | GISAI-983100455 | 3816,3815,3814,3827,3813,4 |
| 2441 | GISAI-610300487 | 4477,4483,4476,4488,4489,4 |
| 2442 | GISAI-610300078 | 4477,4481,4476,4488,4489,4 |
| 2452 | GISAI-310100037 | 4477,4480,4476,4488,4489,4 |
| 2455 | GISAI-210300176 | 4477,4480,4476,4488,4489,4 |
| 2464 | GISAI-110200616 | 4477,4480,4476,4488,4489,4 |
| 2524 | GISAI-610300246 | 4815,4835,4836,4814,4868,4 |
| 2583 | GISAI-210200266 | 4815,4835,4836,4814,4868,4 |
| 2675 | GISAI-991100093_27041972 | 5939,5938,5937,6026,6058,6 |
| 2682 | GISAI-981100140_13071968 | 6639,6638,6637,6643,6646,6 |
| 2702 | GISAI-991100093_04081993 | 6893,6892,6889,6888,6887,7 |
| 2704 | GISAI-981100140_16111967 | 6892,6889,6888,6899,6887,7 |
| 2750 | GISAI-993100208 | 6896,6889,6888,6887,7026,7 |
| 2789 | GISAI-982100375 | 6894,6889,6888,6901,6887,6 |
| 2837 | GISAI-510100472 | 6894,6889,6888,6902,6905,6 |
| 2945 | GISAI-210000034 | 7484,7486,7483,7494,7496,7 |

Export

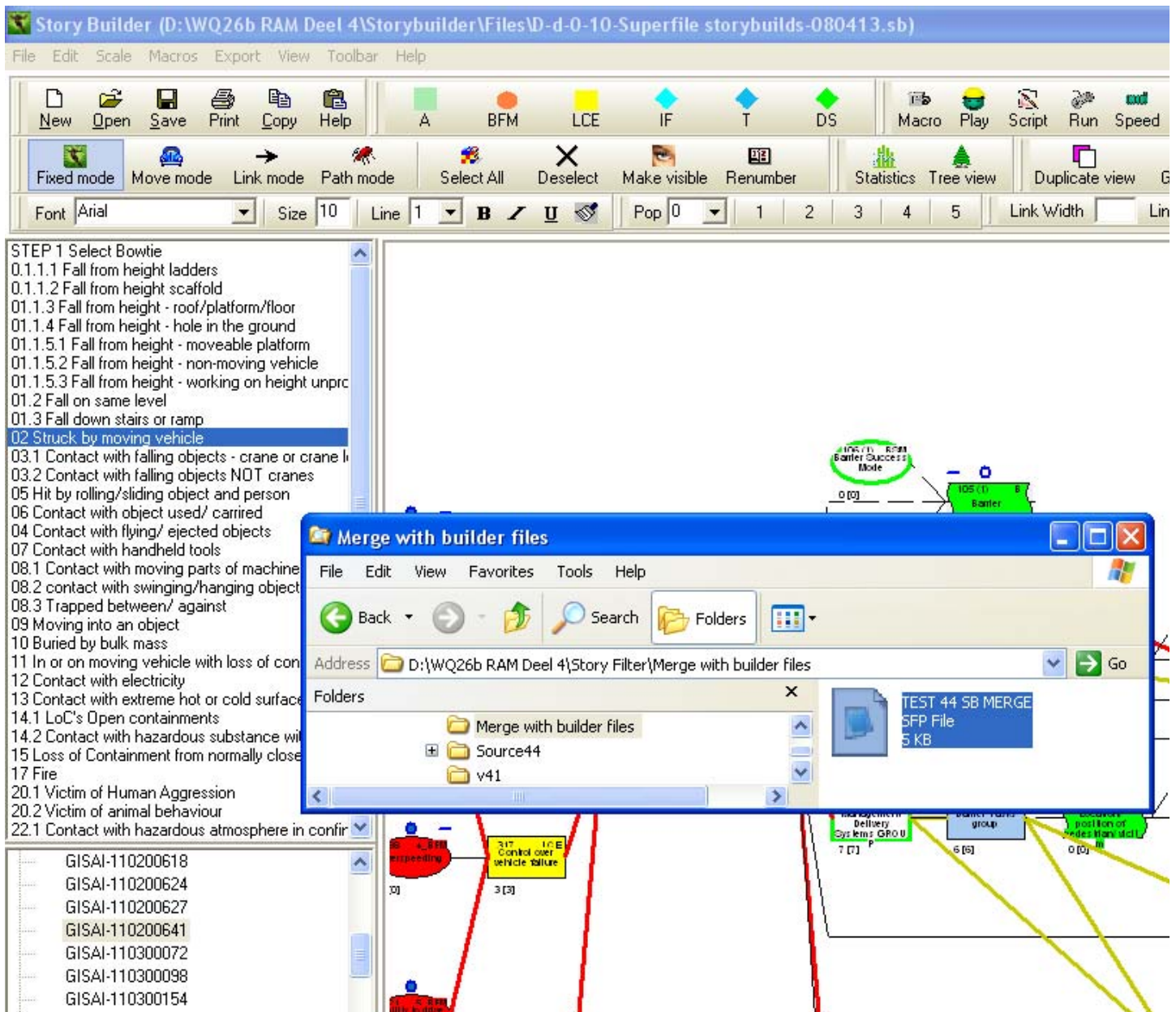
18.2 Dragging paths from Story Filter to Storybuilder

Start Storybuilder and open the Storybuild file that has the GISAI database (currently called the Superfile)

Open a file manager and drag the file of the exported filtered records (see [18.1 Selections and links with Story Filter](#)) onto the Boxes Workspace for a selected Storybuild

(Hint - you should find out from Story Filter which Storybuilds are relevant)

The records will be highlighted.



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